

Buy Recycled Indiana!

A guide to starting and expanding recycled product purchasing in Indiana

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(The intent of this publication is to support Indiana's efforts to "close the recycling loop" by buying recycled-content products. References to specific companies are intended to serve as an informational or educational example, NOT as an official endorsement of the company or its products.)

Introduction

Close the Recycling Loop

If You Are Not Buying Recycled, You Are Not <u>Fully</u> Recycling!

Indiana citizens, businesses and government agencies want to be environmentally responsible but do not always know how to turn that commitment into results. One way to work toward this goal is to buy recycled products.

People are collecting more materials for recycling than ever before — in their homes. schools and offices. New and expanding programs are increasing the amount of materials collected statewide. As a result, recycling is more prevalent in Indiana today than ever before. But recycling is more than collecting materials and separating them from the regular garbage collection. To truly divert waste from landfills, the recyclable materials must first be remanufactured into new products. The new products must then be purchased to "close the recycling loop." Industry will invest the

necessary time and money to manufacture recycled products only if people regularly purchase and use the new products.

To fully realize the benefits of recycling, three elements must be in balance: collection, manufacturing and buying recycled. The cycle is complete only when recovered materials are returned to the economy as new products and bought by consumers. By purchasing recycled products, you help increase the market demand for the collected recycled materials. When more organizations buy recycled, more competitively priced recycled-content products will be manufactured. When governments, businesses and individuals buy products made from the recycled materials, these materials are truly diverted from the landfill.

Recycling Symbols: The "Chasing Arrows"

Several symbols are used to identify recycled and recyclable products. It is important to understand what these symbols mean and to use them appropriately. The three chasing arrows in the recycling symbol represent the three steps in the recycling process: collecting recyclable materials, manufacturing collected materials into new products, and purchasing and using the new recycled content products.

The chasing arrow symbol has two specific uses:

Recycled

Three white arrows enclosed in a dark circle indicate that the products and packaging contain recycled material.

Recyclable

Three white arrows indicate that the products and packagir materials are recyclable.

A product with this symbol does not necessarily contain any recycled material, but is made from materials that can be recycled. The opportunity to recycle the product, however, will depend on local circumstances regarding its collection and marketability. Materials that are recyclable in one location might not always be recyclable in another. To learn what materials may be recycled in your community, contact your local Solid Waste Management District or other local recycling agencies or organizations. (See Part Three — Resources for a list of these organizations.)

Although originally designed by the paper industry, there is no trademark on the chasing arrows symbol, and it has been adapted for almost anything related to recycling (such as the new Buy Recycled Indiana logo on the cover of this binder). In Indiana, it is actually required as part of the resin identification code on plastic containers such as milk jugs and laundry detergent bottles. There are occasions when this symbol (especially the two specific versions listed above) is used incorrectly or even deceptively. Do not hesitate to question claims of recycled content or recyclability that seem exaggerated.

When you begin using recycled-content products, it is important to share your experience and successes with others in your home or business. Look for products that both contain recycled content and are recyclable in your local community. Use the symbols to let others know you buy recycled products for instance, a business can mark its letterhead with the appropriate symbol or words for recycled paper. You can strengthen recycling by spreading the word and encouraging others to buy recycled and recyclable products.

What Is a Recycled Product?

A recycled product is either a product made in whole or in part from secondary material diverted from the solid waste stream or a commodity that has been rebuilt or remanufactured, such as a rebuilt engine or remanufactured toner cartridge.

What to Look for in This Guide

This guide presents information about how, where and why to purchase recycled products. It is designed to help both public- and privatesector consumers initiate or expand a program to purchase recycled products. The guide is organized to answer guestions about product quality and types of recycled products available. The emphasis of this publication is on products manufactured by and available from Indiana companies to support markets for recyclables collected in Indiana communities. We hope it will spark new ideas and offer new buying options in your home, office or manufacturing setting.

Part One — Buy Recycled Products

What Is Recycled Content?



The recycled content of a product refers to the

portion of material in the product that has been diverted from the solid waste stream. Current definitions of recycled content rely on the terms "post-consumer material" and "recovered material."

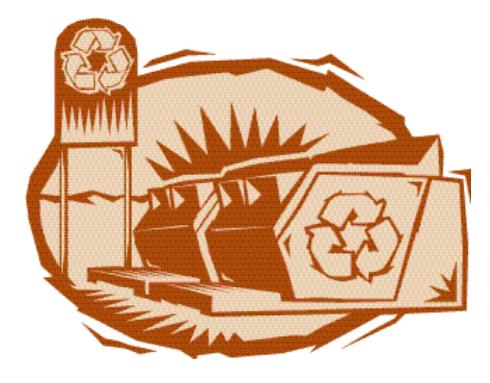
Post-consumer material

refers to materials that have been used as consumer items.

Recovered material includes scrap materials generated after the end of the manufacturing process, damaged products, old inventory, and so on, as well as post-consumer material.

"Pre-consumer" content is not used in most of the current recycled content specifications. Many materials that used to be called "preconsumer" content are now included within the "recovered materials" category. A significant amount of that preconsumer material was actually manufacturing scrap generated before the end of the manufacturing process, and was normally put back into production. Under U.S. Environmental Protection Agency (EPA) guidelines, this material

is no longer considered to be recycled content. (When you cut circular biscuits from a sheet of dough, you don't throw away the remaining dough — you roll it into another sheet and make more biscuits. There are many similar situations in manufacturing processes, and much of this material was previously counted as recycled content.)



Part One — Buy Recycled Products

Common Myths About Recycled Products



When people shop for recycled products, they

often have concerns about price, quality and availability.
Actually many of the products they regularly purchase, and have come to rely on, contain recycled content — things like steel and aluminum products, glass containers, and many tissue paper and cardboard volume purchasing can

What is it going to cost? Are recycled products more expensive?

It is a misconception that you will always pay more for recycled products. Many recycled products are no

things like more expensive than their non-recycled counterparts.

Volume purchasing can have many benefits price of recycled products is

crease

con-

through use of brokers or common to inpurchasing agents.

to command volume discounts. (A group of local governments or businesses can buy larger lots, such as a truckload quantity.)

 Purchasers can easily exchange information on recycled products.

In Indiana, individual units of local government can take advantage of the State's quantity purchase awards (QPA), which allow local governments to buy products at prices difficult to achieve with individual purchases. (See Part Five – Addenda: State Orderlink Opportunities for more information.)

sumer demand.

Consumers can use their buying power to purchase recycled-content goods and request more products that are made out of recycled material. The higher the demand for a product, the more likely it is that manufacturers will produce the product in

larger quantities and, in turn, reduce prices.

One effective way to reduce costs is through volume and cooperative purchasing. When purchasing a small quantity of any product, recycled or not, you will generally pay a premium. But by purchasing large volumes of a product, either individually or by utilizing a buying cooperative, you could get a more competitive rate.

Businesses can centralize purchasing within their own company, or join with other companies locally to initiate bulk purchases of commonly used products, such as copy paper, envelopes or toner cartridges. Cities, towns, counties and solid waste districts can purchase items jointly as well. Consider targeting products made from the very materials that are being collected within the community.

Work with your vendors to obtain recycled products in your price range. When comparing prices for recycled products, consider new sources and vendors for your supplies. Nothing ensures that you will be quoted the most competitive price like letting a supplier know you are shopping around for a better deal.

Finally, realize that some recycled products are more expensive. If a product is new on the market and has not reached a point of high demand, it may still be more expensive than a non-recycled option. Other products, such as recycled plastic lumber for picnic tables, decking and fencing, have a higher initial cost compared to wood lumber. But factors other than cost must be considered. The plastic lumber lasts longer, does not attract termites, never has to be painted, does not deteriorate due to exposure to weather elements, and can be acquired in larger length and width sizes than wood lumber. Over time, money saved in maintenance and replacement costs will justify the initial expense.

Are recycled products comparable in quality to non-recycled products?

There are long-standing misconceptions about the quality of recycled products. Today's recycled products far exceed the quality of products first introduced in the 1970s. Technological advancements in collection and manufacturing ensure there are many goodquality recycled products in the marketplace today. Consumers should expect products that are of equal or better quality than virginmaterial counterparts. And remember, just as all virgin products are not of good quality, occasionally there will be a recycled product that falls short of your expectations. Do not generalize that all recycled products are, therefore, poor quality. According to 80 percent of the commercial printers surveyed by Paper Sales magazine, recycled paper's performance was equal to or better than the performance of non-recycled paper.

There are standards and specifications developed for many recycled products today. Recycled-content papers now share the same printing and performance characteristics as virgin paper, and often have an identical appearance. The

American Society for Testing and Materials is currently establishing performance standards for the category "manufactured recycled plastic lumber & shapes." The American Petroleum Institute is establishing standards for rerefined motor oil. Ultimately, we can expect to see performance standards for many products that require certain performance characteristics. These standards will assist in moving many recycled products into the marketplace. Until standards are developed for all products, specify performance requirements when bidding products.

A 1996 survey of the Buy **Recycled Business Alliance** (BRBA) asked hundreds of corporate purchasing agents about their satisfaction with recycled content products. The survey showed that 97 percent of respondents were pleased with the performance of recycled content products. One BRBA member, McDonald's Corporation, exceeded \$1 billion in total recycled product purchases. McDonald's commitment to buying recycled has made it the largest user of recycledcontent paper in its field. The company also purchases recycled-content construction and renovation products for its restaurants.

Where can I find recycled products? Are they readily available?

Many high-quality recycled products are available today. The variety of recycled products is growing and is almost as unlimited as a purchaser's imagination. When shopping, look for the recycled-content logo on the label, but remember that not all recycled products are clearly marked as such.

Look for products that contain post-consumer recycled material. These products are derived from materials collected in curbside and drop-off recycling programs. If at first you do not succeed, keep trying. If you cannot find recycled products in stores or catalogs, tell the businesses that you want to purchase recycled products and ask when they will stock them.

This guide provides you with guidance for finding recycled products and information about many of the products available today. In addition, you will find a listing of Indiana's recycled-product

manufacturers and distributors. Retail availability has been omitted because it would be impossible to list every store in every city within the state that carries recycled products — they are far too numerous.

There are many other printed and electronic resources available to assist you in locating recycled products. For example, *The Official Recycled Products Guide* is a comprehensive listing of more than 4,500 recycled products available in the United States. Subscriptions are available, and you can view the Guide at the Indiana Department of Commerce. The EPA also operates

a Recycled Products Information Clearinghouse that provides free information on federal recycled-product guidelines and lists of recycled products. You will find a complete list of recycled product resources in *Part Three – Resources*.

EXAMPLES OF AVAILABLE PRODUCTS

- In 1997, Goodyear Service Centers committed to selling re-refined motor oil in its 800 retail stores across the country.
- Target and Wal-Mart stores nationwide carry a variety of recycled toiletry and household items.
- Kinko's Copy Centers carry a wide selection of recycled papers for copy jobs.
- Office Depot and other office supply stores across the country have numerous recycled office products lining their shelves.
- Many supply catalogs mark products that have recycled content. Look for this feature when you order supplies.

Part One — Buy Recycled Products

Are You Ready to Buy Recycled?

Consider these nine buy recycled tips:

1. Commitment to buy —

Whether you are purchasing for your home or business, buying recycled products takes a genuine commitment. This commitment is critical to maintain the complete recycling cycle. In the case of a business, this commitment is essential to provide the leadership necessary to implement a comprehensive program.

Companies can institute a policy to purchase recycled products whenever feasible. This policy should include language to guarantee that purchasing procedures do not prohibit the use of recycled products. More importantly, a written policy can assure that buying recycled becomes a part of normal operations. Local governments can pass an ordinance, resolution or directive from an executive officer to accomplish similar goals. Sample procurement ordinances can be found in Part Five – Addenda: Sample Local Ordinances for Recycled Product Procurement.

2. Review purchasing requirements and/or specifications — Find out if your own purchasing practices favor or hinder buying recycled products. Buying recycled should not mean sacrificing quality or performance. Some existing standards might be overly specific, preventing purchasers from buying perfectly acceptable recycled products. In addition, some procurement standards directly prohibit the purchase of recycled products. All specifications should be reviewed to eliminate unnecessary restrictions on the use of recycled materials such as "virgin only," "no recycled materials" or "no recovered materials." Look for other, subtle requirements that are overly stringent and could discriminate against recycled products, such as brightness levels, dirt counts or color matching.

At home, make sure that the products you select meet manufacturers' recommendations without being unduly restrictive. For instance, your vehicle owner's manual contains performance specifications for automotive fluids. This does not mean that you cannot use a re-refined motor oil or recycled coolant — just make certain that the chosen product meets the outlined standards.

3. Become educated about recycled products

— Learn where to buy recycled products and how they perform. This guide is a good place to start. There are also numerous organizations that provide valuable information about recycled products. Statewide and national purchasing organizations can assist businesses and communities. Recycling organizations and solid waste districts can be a local source of information. The Indiana Department of Commerce's Recycling Market Development Program can also provide information about product availability and performance tests. For contact information, see Part Three — Resources.

- 4. Find out what you already buy — Determining the types and quantities of products you or your organization currently use will give you an idea of where to begin your program. When working within a business or government agency structure, involve purchasing officials, management and representatives from all departments in this effort. Work together to evaluate all product purchases and select areas of opportunity for recycled product purchases. At home, look at what you buy and see how you can increase your purchases of recycled content products.
- 5. Use existing definitions and specifications When setting product specifications, organizations should use national minimum-content standards and definitions, such as those established by the EPA. Manufacturers cannot supply different products to the 83,166 local governments and thousands of private organizations in the United States. It is true that some states have more stringent

requirements for recycled content than others. By making standardized products, instead of specialty items, manufacturers can ultimately lower the cost of production.

6. Phase in your program

— Phasing in the use of recycled products allows users to adjust to the program. Many recycled products are widely available and can be ordered in volumes to suit your needs right away. Other products may not be as readily available. If product availability or inadequate supplies block you from meeting all your recycled product goals at once, keep trying. The best approach is to work with your suppliers or retailers and insist that they carry recycled products to meet your needs. Start small and add more recycled products over time.

7. Product testing — If you are unsure about the performance of a recycled product or how it might affect equipment, test samples. For example, at the office test one or more cartons of recycled paper in your office and printing equipment. Blind tests might be necessary to remove some of the negative percep-

tions users have about recycled products. Without informing employees, use recycled copy paper in your office copier one week and virgin paper the next; compare the performance results. Be certain to inform users about the test results as part of educating them about recycled products. In manufacturing settings, run a test of recycled feedstock at different percentages to see how it performs. At home, test recycledcontent trash bags, napkins or wrapping paper, and see if anyone notices. Also, a number of recycled-product performance test results that attest to the quality of various recycled products are available through the Indiana Department of Commerce.

8. Promote, promote, **promote** — Let others know that you are buying recycled. When buying for the office, it is important to keep complete records on the types of products and the volumes you are buying. When you print letterhead, business cards and newsletters on recycled paper, use a "printed on recycled paper" tagline to identify your commitment. Inform your existing vendors that you are committed to buying recycled, and if they want your business, they must be prepared to provide an increasing variety of recycled products. The

automotive industry is now promoting the recycled materials used in vehicles — it is good for its image and its bottom line, and does not compromise quality or safety. At home, let your friends and neighbors know about recycled products that you are buying and where they can find these items.

9. Do not just concentrate on recycled paper products — Although paper products are often the first items that come to mind when thinking about recycled products, consider buying a variety of recycled products. Require that contractors also use recycled products.

EXAMPLES OF AVAILABLE RECYCLED PRODUCTS

retread tires
three-ring binders
pencils and pens
cement
lighting covers
bicycle racks
floral containers
rulers
highlighters and markers
staplers
pallets and dunnage
curb edging
mud flaps
re-bar supports
speed bumps

fence posts and fencing
park benches
floor tiles and mats
culverts
plastic lumber
shower and toilet partitions
dock and trailer bumpers
playground equipment & surfacing
office recycling containers
toner cartridges
plastic bags
drainage materials
re-refined engine lubricating oils
road signs and posts

insulation
file folders
compost and mulch
drain pipe
roofing insulation & shingles
wallboard
landscaping timbers
soaker and irrigation hoses
re-inked printer ribbons
food packaging
antifreeze
embankment materials
truckbed mats
road construction materials

carpet and padding desk sets acoustic ceiling tiles geotextiles safety fencing athletic surfaces picnic tables letter trays stacking trays packaging peanuts backfill manhole steps railroad crossings safety barriers

Try recycled paper products too!

copy paper self-stick pads molded cartons fax paper file folders note pads notebooks
napkins
letterhead
business cards
pressure-sensitive labels
carbonless paper and forms

stationery toilet tissue calendars ruled tablets business forms business reply postcards

envelopes hand towels time cards telephone slips poster board computer paper

Part One — Buy Recycled Products

Setting Up a Buy Recycled Program

1. Make the commitment to buy recycled!

The first step in setting up a buy recycled program is making a personal, agency or corporate commitment to make a genuine effort to buy recycled products when they are available, price-competitive and of equal quality. This commitment will drive purchasing decisions from that point on. Many companies even go so far as to include environmental responsibility in their mission statements to let their employees and customers know that they are serious about being a good corporate citizen.

2. Get management buy-in and support

Sometimes the commitment to buy recycled comes from a single employee — a secretary or someone in the purchasing department.
Clearly, individuals can make a difference, but getting management support and buy-in can help make a larger impact

throughout an organization. Approach management about buying recycled products, and sell the idea by presenting a few specific examples of how buying recycled products will benefit the company and support its community.

3. Set goals — Have a kickoff event

It is helpful to set specific goals when setting up a buy recycled program — and make certain that the goals are achievable. Goals that are met lay the groundwork for future recycled-product purchasing support. For instance, consider setting a goal of buying only paper products that contain at least 10 percent post-consumer fiber by the first year, 20 percent by the second year, and so on. Another example would be to purchase only copy paper that contains recycled material in the first quarter, then add all envelopes the second quarter, add all printed materials the third quarter, and so on. Once goals have been set, it is important to share the goals with others

in your organization. Plan a kickoff event to let everyone know what the goals are and to tell them how they can help do their part in meeting the overall objectives.

4. Form multi-department teams

By drawing information and ideas from people representing different areas of an organization, you can make your buy recycled program more comprehensive. Employees from an accounting department might think of business forms, while employees from the housekeeping department might consider tissue paper, hand towels and trashcan liners. Employees from a design department can suggest carpet, office furniture and ceiling tiles. Individuals tend to focus on ideas that

relate to their specific area of interest, so invite a broadbased group of individuals to work cooperatively in order to buy the widest variety of recycled products.

5. Consider a closed-loop system — buy products made from the recyclables you generate

Some products that an organization utilizes are both made from recycled content and are recyclable. In some cases, the recycling loop might be closed by your efforts. For instance, an organization that uses toner cartridges could recycle them with the same vendor from which they purchase remanufactured toner cartridges. A motor pool manager might buy rerefined motor oil and then recycle the motor oil with the same company after it has

lived its useful life. An office that collects office paper or cardboard boxes for recycling could send those recyclables to the same paper mill that will manufacture the company's packaging product that it uses to ship products to customers. Closed-loop recycling opportunities are probably the most difficult to find, but can result in directly building a market for the materials you are generating.

6. Make sure you do not exclude recycled products when getting price quotes for products.

Most people would not intentionally exclude recycled products from a bid specification, but specifying an unnecessarily bright paper shade, for

example, might inadvertently exclude recycled paper. Double-check specifications to make certain they are not more stringent than what is realistically needed to fit the intended purpose. Sometimes a specification is outdated, and by making minor revisions a door can be opened for recycled-product consideration.

7. Phase in your program

It is good to be enthusiastic about starting and maintaining a buy recycled program. It is important, however, to start gradually and build your program over time.

8. Test products

Specifications are not always available for recycledcontent products. To determine whether a recycled product will meet your needs,

Closed Loop System







LOCAL BUSINESS collects recyclables from offices.





LOCAL BUSINESS buys back recyclable products made from collected materials.



Products are manufactured from collected recyclables.

try a simple test. Provide one ream of recycled copy paper and one ream of non-recycled paper to each department. This test can be done blindly so that the tester has no preconceived notion about how each product will perform. Another example is to purchase recycled stenographers or legal pads and let people try them. No complaints means satisfied customers, and you have tested your products to make sure they meet the needs of those using the products. Document your results and share the information with others in the organization after your test is complete.

9. Keep records and announce successes

Keep a ledger on purchases that have recycled content. Some organizations keep records by quantity, others by dollar amounts spent. Keep as much information as possible. The more information you can record, the more you will have to share with co-workers, vendors, suppliers and others.

Keeping good records also helps you identify when you have reached or exceeded a set goal. It makes everyone feel gratified to learn that the effort put into buying recycled has paid off.

10. Look beyond paper — look everywhere!

Although paper is a good starting place for a buy recycled program, remember to think beyond paper. Look for opportunities to buy recycled products made from glass, steel, plastic, wood and other materials when available. You can find these other materials in office supplies, building materials, vehicular products, lawn and garden equipment, and a variety of other product categories. Recycled paper is an important place to begin, but do not forget that when buying recycled products, the ideas are virtually unlimited.

11. Let the world know what you are doing!

Promoting recycledproduct purchasing internally and externally lets your colleagues and customers know that you are a good community citizen. The recycled paper that you are purchasing can also advertise your commitment if you print "this paper contains recycled content" somewhere on the document. This message serves as a testimonial that recycled paper works, and lets the recipient of the document know that your organization cares about the environment. Local communities are always interested in learning about an aggressive buy recycled program. Send out press releases or hold a press event when you kick off your program, meet a goal or reach some other major benchmark in your buy recycled program.

Are you ready to try it?
See Part Five — Addenda:
Business and Office Programs for a worksheet so you can set up your own Buy Recycled Program.

Part Two — Buy Recycled Programs

State Government Programs

Indiana State
Government
Environmentally
Preferable
Purchasing
Program

Indiana state government has taken a leadership role in purchasing environmen-

tally preferable products. In 1990, the Indiana General Assembly created a price preference for recycledcontent products. Since then, the State has spent millions of dollars on recycled-content products ranging from office paper and toner cartridges to traffic cones and concrete. On April 22, 2000, Governor O'Bannon took this effort to the next level when he signed Executive Order 99-07, Greening the Government. This Executive Order includes requirements for environmentally preferable purchasing, recycling, pollution prevention practices and other environmental policies for all State operations. The resulting

Greening the Government program works closely with the State Procurement Division and affected state agencies to implement the substantial, environmentally preferable purchasing requirements that are part of the Greening initiative

New Purchasing Requirements Include:

- 1. Utilizing re-refined oil in all State vehicles in a closed-loop system.
- 2. Purchasing remanufactured office furniture and modular space units.
- 3. Increasing the post-consumer content of many paper products. For example, white copy paper purchased by the State contains 30% minimum post-consumer content.
- 4. Increasing the use of TCF (totally chlorine free) or PCF (processed chlorine free), paper where possible.
- 5. Purchasing retread tires for heavy-duty vehicles.
- 6. Purchasing recycledcontent clothing when available and economically feasible.
- 7. Providing agencies with

information on vendors of recycled-content outdoor furniture and signage.

- 8. Purchasing recycledcontent carpet for all internal State projects.
- 9. Purchasing computers, printers, copiers and other applicable machinery that meet the energy-efficiency requirements of EPA's Energy Star program.

How can the State government's recycled product procurement program help you?

Cooperative purchasing is available to local governmental entities for recycled products purchased on quantity purchase awards (QPAs). These contracts generally provide products at competitive prices because the State purchases large quantities. Several recycled products are available through QPAs, such as rerefined oil, paper napkins, toilet tissue, toweling, xerographic paper and plastic trashcan liners. Look for recycled-content carpet, remanufactured cubicle furniture, non-toxic cleaners, recycled plastic lumber, retread tires and energyefficient electronic equipment by 2001. For more information on recycled products that are currently available on a QPA, or if you are interested in purchasing recycled products through this program, contact: Indiana Department of Administration Indiana Goverment Center South 402 Washington Street Indianapolis, www.state.in.us/idoa (317) 232-3032 (See Part Five-Addenda: Intergovernmental Cooperative Purchasing Program for more information on how to purchase from a QPA.)

Part Two — Buy Recycled Products

Federal Government Programs

Comprehensive Procurement Guidelines and Recovered Materials Advisory Notices

Do you spend more than \$10,000 a year in federally appropriated funds? If so, the federal comprehensive procurement guidelines might apply to your organization. As part of its continuing program to promote the use of products containing recovered materials, the U.S. Environmental Protection Agency (EPA) issues Comprehensive **Procurement Guidelines** (CPG) and Recovered Materials Advisory Notices (RMAN). The CPG is the basis of the federal government's buy recycled program and designates products containing recovered materials for government agencies to purchase. The product designations are organized by product category: paper and paper products, vehicular products, construction products, transportation products, park and recreation products, landscaping products, non-paper office products, and miscellaneous

products. The RMANs provide recommendations for purchasing the products designated in the CPG.

Section 6002 of the Resource Conservation and Recovery Act contains the requirement to purchase EPA-designated products containing recovered materials when a procuring agency spends more than \$10,000 a year on that designated product. What is a procuring agency? It is any federal, state or local agency or government contractor using appropriated federal funds. For example, if a county agency spends more than \$10,000 a year on carpet, and a part of that money is from appropriated federal funds, the agency must purchase carpet made from recovered materials. Procuring agencies can obtain additional information from Greening the Government. A Guide to Implementing Executive Order 13101, which is published by the Office of the Federal Environmental Executive. Contact the office at (202) 564-1297 or visit their website at www.offe.gov for a copy of the order.

Along with the CPG and RMANs, the EPA publishes technical background documents that provide more detailed information about each of the designated items, eco-purchasing fact sheets, and lists of manufacturers or vendors of the designated products. (See Part-Three Resources for information on how to find these documents.) Through use of the guidelines and related information, the federal government hopes to expand its use of products containing recovered materials and to help develop wider markets for them.

PRODUCTS CURRENTLY DESIGNATED IN THE CPG

(* NEWLY DESIGNATED ITEMS AS OF JAN 2000)

* awards and plagues building insulation products binders carpet * carpet cushion cement and concrete containing coal fly ash cement and concrete containing ground granulated blast channelizers consolidated and reprocessed latex paints construction products delineators engine coolants flexible delineators floor tiles * flowable fill * food waste compost

furnace slag

hydraulic mulch

garden and soaker hoses

* industrial drums laminated paperboard landscaping products lawn and garden edging * manual-grade strapping mats non-paper office products office recycling containers office waste receptacles pallets paper and paper products park and recreation products * park benches and picnic tables parking stops patio blocks * plastic clipboards * plastic clip portfolios plastic desktop accessories plastic envelopes plastic fencing

* plastic file folders

* plastic lumber landscaping

running tracks
shower and restroom
dividers/ partitions
* signage
* solid plastic binders
* sorbents
structural fiberboard
toner cartridges
traffic barricades
traffic cones
transportation products
vehicular products
yard trimmings compost

timbers and posts

* playground equipment

* railroad grade crossing

re-refined lubricating oils

plastic trash bags

printer ribbons

surfaces

retread tires

playground surfaces

* plastic presentation folders

Part Two — Buy Recycled Products

Business and Office Programs

Strategies for Buying Recycled

Businesses can also take a leadership role in creating demand for recycled products. Many recycled products cost no more than their nonrecycled counterparts. Consumer demand is the key to lowering prices over the long term. Even with potentially higher costs for some recycled products, many businesses, institutions and government agencies recognize the importance of purchasing recycled products. Following are some policy options to consider including in your program.

Dual-track bids allow bids from both vendors offering recycled paper products and those offering virgin products. This system is particularly applicable to governmental bodies and larger, multi-departmental businesses where preferred vendors are established by bid. Approved vendors of both recycled and virgin products allow individual departments and offices a choice in meeting their needs.

Life-cycle costing allows purchasers to consider the benefits that might translate into cost savings over the life of a product. For example, recycled plastic park benches may cost more initially, but they are more durable and require less maintenance because they do not need to be painted. Over the life of a recycled plastic park bench, it may be a lower-cost product than a wooden park bench.

Price preferences allow purchasers to pay a slightly higher price, if necessary, to obtain recycled products. One rationale for a price preference is that recycled products might be more expensive because the current level of demand has not allowed manufacturers to achieve greater economies of scale necessary for lower prices. In practice, price preferences seem to attract more bidders, and winning bids are often lower than the price preference ceiling. Generally, price preferences range from 5 percent to 10 percent. The State of Indiana provides a 15 percent price preference to

qualified recycled-product vendors. Indiana's purchasing policy is described in *Part Two*—State Government Programs.

Set-aside programs

require that a certain portion of a government's purchasing requirements for a given commodity be satisfied with recycled products. For instance, government purchasing standards can require that at least 50% of all office white paper must be recycled paper. Set-asides can provide an alternative to price preference limitations.

Line-item preference in a multi-item bid allows purchasers to contract with companies bidding recycled products on one or two items, allowing a price preference for these items. All-or-nothing clauses do not allow vendors of recycled products to offer one or more of the items covered by a solicitation and may prevent them from bidding.

Systems provide reports to purchasers on the quantity of recycled-content products being bought. Such reports allow businesses or government agencies to accurately report on their use of recycled-content products.

C Low-cost, creative solutions — Sound too good to be true? Consider where your organization can cut costs, such as standardizing letterhead among divisions or using a less-expensive paper, and apply those savings to the purchase of recycled paper or other products.

Recycled-content paper guidelines

Setting specifications for recycled-content paper has been the subject of much discussion in recent years. Many groups, including

the Recycling Advisory

Council, the American Forest

and Paper Association, and

the U.S. Environmental Protection Agency (EPA), have examined issues ranging from whether, and how much, recycled-content should be required in paper to which materials should qualify as recycled-content.

One outcome of these discussions is the EPA's recent "Recovered Materials Advisory Notice for Paper Products" (RMAN). This document contains recommendations for recycled-content levels, also called "recovered fiber," in most major categories of paper products.

Among other things, these recommendations are intended to reflect the levels of recycled-content that are easily accessible in products on the market. As a result, some of the currently specified percentages are actually lower than in previous EPA recommendations.

There have also been some labeling changes on recycled paper products. A typical label on a package of copy paper will now say "contains 30% total recovered fiber-

cluding

SPEN REPOSED TO SHAPE SUPPLY SUPPLY

post-consumer sources.
"Total recovered fiber" is the combined percentage, by weight of the fibers, of post-consumer fibers plus other recovered fibers.

"Post-consumer fiber" is made up of products that have passed through their end usage as consumer products and have been discarded, then recovered, in a recycling program.

"Other recovered fibers," previously called "pre-consumer content," includes waste materials and by-products that have been diverted from the solid waste stream but have not been part of a used consumer product.

A type of material called "mill broke" is no longer included in the definition of recovered fiber. Mill broke consists of scrap materials that are commonly reused within the papermaking process, such as trim material

or floor sweepings. It previously accounted for much of the preconsumer content in

some paper products.
Because mill broke is no
longer counted in the measure
of recycled-content, the
percentage of recycled material listed on many paper
product labels has decreased.

Some of the paper products in the EPA list, and the recycled fiber content for each, are listed below. These are useful

No More Excuses

As paper recycling technologies have improved, the quality of recycled-content

Printing and Writing Papers	RF	Post
Reprographic, offset and tablet paper	30%	30%
Forms bond (forms, computer printout, ledger)	30%	30%
Cotton fiber paper (ledger, stationery, writing)	30%	30%
Text & cover papers (cover, book paper, writing)	30%	30%
Check safety paper	10%	10%
Coated printing papers	10%	10%
(RF=Recoverd Fiber, Post=Post Consumer)		

Results prove that 30% content paper performed at the same level in paper feeding, image quality and overall reliability as other types of paper. The findings support federal and state executive orders to use 30% post-consumer paper and showed that there are "no more excuses" for not using recycled-content paper.

and important standards that apply to all purchasers who are required to buy recycledcontent materials because their organizations use federal funds (as required under RCRA sec 6002. See Part Two -Federal Government Programs). Because these percentages are widely used, manufacturers of these products are more likely to make products available with these levels of recovered fiber. These standards also provide workable guidelines to help in setting up recycledcontent purchasing programs. Higher percentages than the federal guidelines require are available for some products and should be sought when available.

See Part Five—Addenda: Recycled-Content Product Guidelines for more information on the EPA's RMAN. Products listed in the guidelines include paper, carpeting, plastic lumber and many others.

paper has risen. The standard for post-consumer content copy paper has moved from 20% to 30%. A recent test conducted by three major office equipment manufacturers (Canon U.S.A. Inc., Hewlett-Packard Company and Lexmark International Inc.) and the U.S. Government Printing Office (GPO) has shown that 30% recycledcontent paper is equivalent to virgin papers in quality. Over 2 million sheets of paper were tested in various types of office equipment.

Part Two — Buy Recycled Products

How to Buy Recycled at Home

Buying recycled is more important — and easier — than

many people realize. After recyclables are collected from our homes and offices, they are processed and then sold to manufacturers who make them into new recycled products. In order for manufacturers to keep making these

recycled-content products, there must be consumer demand for them — we have to buy the products. Purchasing recycled products "closes the loop" and tells manufacturers to keep making those products. Look for products with the highest content of

post-consumer recycled materials. It increases the demand for collected recyclables.

How can you buy more Con-

Consumers' purchasing habits are

Content symbol. Three white arrows enclosed in a dark circle is the symbol found on products and packaging that contain recycled material.

recycled products?

- Ask your local grocer and other stores which recycled content products they stock and encourage them to order more.
- Refer to the fact sheet on "Buying Recycled at Home" in the back of this binder.

critical link to creating long-term sustainable end-product markets for recyclables and to the overall success of recycling as a resource-management system. Most Americans are strongly committed to buying recycled, according to a poll conducted by the

National Recycling Coalition. The majority of Americans surveyed indicated that they want to carry recycling a step further and buy more recycled-content products, but need more information to do so. Eighty-nine percent of the consumers polled indicated they bought recycled products a few times a year or more, with 42 percent stating that they buy recycled about once a week. Types of products bought included paper products, plastics, aluminum beverage cans, bags and steel food cans.

The survey suggests that Americans are willing to buy recycled, but more needs to be done to equip them with the information they need to identify the recycled products that are available in the marketplace.

Part Three — Resources

Definitions and Acronyms

Definitions

Aggregate: Sized material mixed with binders, either asphalt or cement, to form concrete.

Asphalt: A heavy petroleum product refined to provide specifically engineered characteristics; used in pavement, shingles and other products.

Bimetal container: Steel beverage container with an aluminum top.

Bond paper: A class of printing and writing papers made from bleached chemical wood pulps and/or bleached scrap paper, often blended with cotton fibers.

Book paper: A group of coated and uncoated papers suitable for printing books, magazines and brochures and other general printing applications.

Boxboard: Paperboard used to make folding cartons and setup boxes such as cereal boxes and milk cartons.

Broke (or mill broke): Any paper generated in a paper mill prior to the completion of the paper manufacturing process that is unsuitable for subsequent applications and can be reused in the paper manufacturing process. All mills reuse their broke.

Compost: Discarded organic materials, such as lawn clippings, leaves, food scraps and manure, that have been mixed with air and waste to decompose into a complex organic material called humus. Compost can be used as a soil amendment or mulch.

Corrugated medium:

Paperboard that is used for the fluted inner layer in a corrugated container.

Cover stock: A grade of heavyweight paper used as covering for books, reports, catalogs and magazines.

De-inking: A process that removes inks, clays, coatings, binders and other contaminants from printed or converted scrap paper. The result is a pulp that is used in the manufacture of new paper.

Dunnage: Packing material used in the protection of products during shipment.

Expanded polystyrene:

Foam polystyrene, used to make a variety of food containers, packaging and insulation.

Extrusion: The process of forming a product by forcing molten material through a die.

Ferrous: Metals containing iron, such as steel.

High-density polyethylene:

Polyethylene in which the ethylene molecules are linked in long chains with few side branches. HDPE is more rigid than LDPE and has greater strength, hardness and chemical resistance. Examples of products made from HDPE include milk jugs, detergent bottles and certain kinds of grocery sacks.

High-grade de-inking: The process of removing inks and other contaminants from printed scrap paper for use in making recycled paper products, such as high-quality printing and writing paper.

Recyclable: A product or material that can be collected, separated, sorted, processed or otherwise recovered from the solid waste stream and converted into raw material for use in the manufacture or assembly of a new product.

Recycled: For environmental marketing claims, Indiana State Law IC 24-5-17-10 defines recycled as an article containing at least 10 percent post-consumer or post-manufactured material by weight.

Recycled content: The percentage of recycled material used in the manufacture of a product. Federal Trade Commission guidelines allow only recycled-content claims that include material recovered or otherwise diverted from the solid waste stream, either during the manufacturing process (pre-consumer) or after consumer use (post-consumer).

Recycling: The process of using a secondary material in the manufacture of a new product. Recycling consists of three steps: collection, remanufacture and the purchase of the product by a consumer.

Secondary: A material that is used in place of a primary or raw material in manufacturing a product.

Virgin materials: Any materials for industrial processing or manufacturing that have not been previously used.

Acronyms

ASTM American Society for Testing and Materials CPO Computer printout **EPS** Expanded polystyrene High-density polyethylene **HDPE** High-grade de-inking HGD LDPE Low-density polyethylene **LLDPE** Linear low-density polyethylene Municipal solid waste **MSW** OCC Old corrugated containers

OMG Old magazines
ONP Old newspapers

P&W Printing and writing papers

PE Polyethylene

PET Polytheylene terephthalate

PP Polypropylene
PS Polystyrene
PVC Polyvinyl chloride

RAP Reclaimed asphalt pavement

TPD Tons per day
TPY Tons per year

UBC Used beverage container

For more recycling definitions and acronyms visit the Global Recycling Network website at http://grn.com/library/gloss.htm.

Indiana Buy Recycled Resources

Indiana Department of Administration

The Indiana Department of Administration (IDOA), Procurement Division, is responsible for implementing the State's recycled-product procurement policies. Within the Procurement Division, recycled-product manufacturers and distributors are assisted in their efforts to supply products to Indiana government offices, and Indiana's local government agencies may purchase select recycled products through quantity purchase agreements (QPAs).

The Procurement Division works closely with the Greening the Government program which works to improve the environmental performance of all state facilities. Guidance and ongoing assistance are provided to State agencies as they work to implement the requirements of Greening the Government.

For more information about IDOA contact:

Indiana Department of Administration Indiana Government Center South 402 Washington Street Indianapolis, IN 46204 (317)232-3032 (Purchasing Division) (317)232-7658 (Greening the Government) www.state.in.us/idoa or www.state.in.us/greening

Indiana Department of Commerce

The Indiana Department of Commerce is responsible for developing and expanding recycling markets in the state. Recycling is a process that is completed only after recyclable materials are manufactured into new products and purchased by consumers. The Recycling Market Development Program in the Energy Policy Division (EPD) manages loan and grant programs designed as incentives for businesses to increase their use of recyclable materials. The cornerstone of the program is a zero-interest matching loan for the purchase of equipment to manufacture a recycled-content product or industrial feedstock. Matching grants avail-

able include: Three R's Assessment Grants for up to \$6,000 to encourage the manufacturing and commercial sectors to investigate ways to reduce their waste stream; Innovations Grants for up to \$100,000 to assist Indiana businesses in undertaking research, development and implementation projects that promote the economical use of secondary materials or provide source reduction in manufacturing processes; **Recycled Product Marketing** Grants for up to \$30,000 to help Indiana recycled-content product manufacturers more successfully move their products into the marketplace; and **Recycled Product Purchasing** Grants for up to \$5,000 to encourage local Indiana government entities to purchase recycled-content products as a trial or demonstration. EPD also maintains a listing of recyclable material markets; assists Indiana manufacturers and distributors of recycled products in marketing these products; and promotes the purchase of recycled products to increase demand.

For more information about Commerce's Recycling Market Development Program contact:

Indiana Department of Commerce Energy Policy Division One North Capitol Avenue Suite 700 Indianapolis, IN 46204 (317) 232-8940 (317) 232-8995 (FAX) (317) 233-5977 (TDD) www.indianacommerce.com

The Indiana Department of Environmental Management

The Indiana Department of Environmental Management (IDEM) is dedicated to conserving, protecting, enhancing, restoring and managing Indiana's environment. IDEM's Office of Pollution Prevention and Technical Assistance (OPPTA), Source Reduction and Recycling Branch, promotes public education on buying recycled.

The Indiana Recycling **Grant Program distributes** grants to local communities, schools and solid waste management districts toward developing, sustaining and promoting recycling collection and processing programs. Part of these funds are dedicated toward public education, promotion and media that support and advertise the buy-recycled message. A buy recycled component is encouraged through the annual Public Education and Promotion (PEP) grants awarded to

the 62 solid waste management districts around the state.

For more information about IDEM-OPPTA contact:

Indiana Department of
Environmental Management – Office
of Pollution Prevention and Technical
Assistance
150 West Market Street
Suite 703
Indianapolis, IN 46204-2811
(800) 988-7901 (Indiana only)
(317) 232-8172 (OPPTA)
www.state.in.us/idem/oppta/
index.html

Indiana Recycling Coalition

The Indiana Recycling Coalition (IRC) is a not-forprofit, 501(c)(3) corporation that was formed in December 1989 to represent concerned citizens, state and local government officials, business, and industry and environmental groups. The mission of the Indiana Recycling Coalition is to support source reduction, reuse, composting and recycling activities in Indiana. To encourage integrated recycling, the Coalition supports buying recycled-content products and the collection and remanufacturing of recyclable materials. The goal of this support is to conserve our natural resources, decrease reliance on final disposal and encourage environmental responsibility. Through a bi-monthly newsletter, an annual conference, and various workshops and networking events, the IRC provides

information about buying recycled products. The Coalition also loans out recycled-content product displays for educational events.

For more information about the Indiana Recycling Coalition contact:

Indiana Recycling Coalition, Inc. P.O. Box 7108
Bloomington, IN 47407-7108
(812) 988-9946
(812) 988-9947 (FAX)
www.indianarecycling.org
E-mail: recyclin@in.net

Association of Indiana Solid Waste Management Districts

The Association of Indiana Solid Waste Management Districts (AISWMD) and its associated Education Fund are not-for-profit corporations dedicated to serving the needs of Indiana's Solid Waste Management Districts, the private businesses that work with the districts, and other organizations and government entities that assist the districts

The goal of the AISWMD is to provide source reduction, reuse, and recycling professionals in Indiana an array of educational tools and services that include:

- distributing a newsletter three times a month
- hosting an Annual Conference every October
- presenting Regional Workshops through-

- out the year on focus topics
- providing on-request assistance to Districts, concerned citizens, and recycling businesses.

For more information about AISWMD contact:

The Association of Indiana Solid Waste Management Districts PMB 383 899 S. College Mall Road Bloomington, IN 47401 Phone: (812) 349-2117

Fax: (812) 349-2872 E-mail: aiswmd@aol.com

Solid Waste Management Districts

Indiana's Solid Waste
Management Districts were
formed in the early 1990s to
help the State reach its goal of
50 percent waste reduction at
disposal facilities by the year
2001. Districts can serve as a
local buy recycled resource.

The role of solid waste districts varies from locale to locale and can include:

- solid waste planning
- recycling
- market development
- education programs
- technical assistance

For more information, contact the solid waste management district nearest you. (See the following page for a complete listing of districts).

INDIANA SOLID WASTE MANAGEMENT DISTRICTS

Adams County SWMD

3775 N. 200 East Decatur, IN 46733 (219) 724-9971 transfer@decaturnet.com

Allen County SWMD

One E. Main Street, Rm. B-86 Fort Wayne, IN 46802 (219) 449-7878 tony.burrus@co.allen.in.us www.acwastewatcher.com

Bartholomew County SWMD

720 S. Mapleton Street Columbus, IN 47201-7353 (812) 376-2614 bcswmd@hsonline.net

Boone County SWMD

B-10 Courthouse Square P.O. Box 808 Lebanon, IN 46052 (765) 483-0687 bcswmd@tds.net www.bccn.boone.in.us/bcswmd

Brown County SWMD

176 Old State Rd. 46 P.O. Box 1308 Nashville, IN 47448 (812) 988-0140 recycle@bcswmd.org

Cass County SWMD

502 High Street Logansport, IN 46947 (219) 732-9253 ccswmd@iquest.net www.iquest.net/ccrecycle

Clark County SWMD

9208 Highway 62 Charlestown, IN 47111-8409 (812) 256-7942 recycle@aye.net

Clay-Owen-Vigo County SWMD

36 E. National Avenue Brazil, IN 47834 (812) 443-0168 or (800) 387-3380 janetcov@claynet.com

Crawford County SWMD

115 East Water Street P.O. Box 359 Marengo, IN 47140 (812) 365-9419 ccswd@earthlink.net

Daviess County SWMD

Co. Rd. 650 E, Daviess Co. Landfill RR1, P.O. Box 312 Montgomery, IN 47558 (812) 486-3774

Dearborn County SWMD

215-B W. High Street Lawrenceburg, IN 47025 (812) 537-8757 dcswmd@seidata.com

Decatur County SWMD

150 Courthouse Square, Suite 110 Greensburg, IN 47240-2051 (812) 663-0960

Dubois County SWMD

803 N. Van Buren Street Huntingburg, IN 47542 (812) 683-8379 duboiscoswmd@psci.net

East Central Indiana SWMD

4911 North S.R. 9 Anderson, IN 46012 (765) 640-2535 eciswd@netdirect.net

Elkhart County SWMD

500 N. Nappanee St., Suite 10B Elkhart, IN 46514 (219) 293-2269 tneese@aol.com

Floyd County SWMD

County Annex North 3005 Grant Line Road New Albany, IN 47150 (812) 948-4733 info@fcswmd.com www.fcswmd.com

Fountain County SWMD

423 East Landfill Road Veedersburg, IN 47987 (765) 294-2260 fcswmd@k-inc.com

Fulton County SWMD

P.O. Box 721 Rochester, IN 46975-0721 (219) 223-4939 fcswd@rtcol.com

Gibson County SWMD

800 S. Prince, Room 22 Princeton, IN 47670 (812) 385-3136

Greene County SWMD

R.R. 1, Box 61A Switz City, IN 47465-9720 (812) 659-3788 or (800) 281-1930 greenesw@viaduct.custom.net www.greenet.net/nonprofit/gcswd

Hamilton County SWMD

1 Hamilton Co. Square, #30 Noblesville, IN 46060-2229 (317) 776-8500 blm@co.hamilton.in.us

Harrison County SWMD

300 N. Capitol Ave. Corydon, IN 47112 (812) 738-8415

Howard County SWMD

120 E. Mulberry Št., Room 106 Kokomo, IN 46901 (765) 456-2274 keithj@iquest.net www.co.howard.in.us/swmd

Huntington County SWMD

Courthouse, Room 419
201 North Jefferson St.
Huntington, IN 46750
(219) 358-4886
felicia.staley@huntington.in.us

Jackson County SWMD

1220 W. Bloomington Rd. P.O. Box 286 Brownstown, IN 47220-0286 (812) 358-4277

Johnson County SWMD

18 West Jefferson St. Franklin, IN 46131-2311 (317) 738-2546 melinda@netdirect.net www.co.johnson.in.us/swmd

Knox County SWMD

2758C East Pine Hill Drive Vincennes, IN 47591 (812) 895-4878 knoxswmd@cntwk.net

Kosciusko County SWMD

112 East Center Street P.O. Box 1192 Warsaw, IN 46581-1192 (219) 372-3087 kcswmd@kconline.com www.kcrecycling.com

INDIANA SOLID WASTE MANAGEMENT DISTRICTS (CONT'.)

LaPorte County SWMD

2354 North U.S. Hwy 35 LaPorte, IN 46350 (219) 326-0014 vision@adsnet.com

Lake County SWMD

7820 Broadway Merrillville, IN 46410 (219) 769-3820 lcswmd@mail.icongrp.com www.lcswmd.com

Lawrence County SWMD

1221 J Street Bedford, IN 47421 (812) 278-8845

Marion County

Keep Indianapolis Beautiful 445 North Pennsylvania Street, Suite 910 Indianapolis, IN 46204 Phone: (317) 264-7555

Marshall County SWMD

County Building 112 West Jefferson St., Room 306 Plymouth, IN 46563 (219) 935-8618 or (800) 935-8618 mike@co.marshall.in.us www.marshall/comm/gov/marshall/ solidwaste

Martin County SWMD

500 Industrial Park Drive P.O. Box 343 Loogootee, IN 47553 (812) 295-4142 lalbert@dmrtc.net www.dmrtc.net/~lalbert/

Miami County SWMD

25 Court Street, Suite 305 P.O. Box 1323 Peru, IN 46970 (765) 472-7224 boyceb@netusal.net

Mideast Indiana SWMD

1006 S. Knox Rd. Dunkirk, IN 47336 (765) 768-6748

Monroe County SWMD

3400 Old State Road 37 South Bloomington, IN 47401 (812) 349-2020 www.mcswmd.org

Northeast Indiana SWMD

2320 W. 800 South P.O. Box 370 Ashley, IN 46705-0370 (219) 587-3063 or (800) 777-5462 niswmd@kuntrynet.com

Northwest Indiana SWMD

103B S. Main P.O. Box 731 Monticello, IN 47960 (219) 583-5976 or (800) 856-0980 nwiswd@pwrtc.com

Orange County SWMD

727 N. Greenbriar Drive Paoli, IN 47454 (812) 472-3907

Perry County SWMD

Annex Building, Courthouse 125 S. 8th Street, Room 29 Cannelton, IN 47520 (812) 547-9787 pcswd@psci.net www.swmd.co.perry.in.us

Pike County SWMD

703 Main Street Petersburg, IN 47567 (812) 354-2924 pikeswmd@earthlink.net

Porter County SWMD

Administrative Center 155 Indiana Avenue, Third Floor Valparaiso, IN 46383 (219) 465-3696 pcswmd@netnitco.net www.pcsolidwaste.com

Posey County SWMD

400 Brown Street P.O. Box 248 Mt. Vernon, IN 47620 (812) 838-1613

Randolph County SWMD

215 S. Main Street P.O. Box 443 Winchester, IN 47394 (765) 584-9816 rcswmd@globalsite.net

Shelby County SWMD

1110 Amos Road, Suite C Shelbyville, IN 46176 (317) 392-1394, ext. 131 noell-krughoff@iaswcd.org www.shelbynet.net/~solidwaste

Southeastern Indiana SWMD

102 North Main St. P.O. Box 166 Versailles, IN 47042 (812) 689-3525

Spencer County SWMD

918 E. County Road 800 North Chrisney, IN 47611 (812) 362-7401 recycle@psci.net

St. Joseph County SWMD

Union Station 310 West South Street South Bend, IN 46601 (219) 235-9971 pet@swmd.org

Starke County SWMD

53 East Mound Street P.O. Box 500 Knox, IN 46534 (219) 772-9118

Sullivan County SWMD

2316 N. Section Street Sullivan, IN 47882-1593 (812) 268-5157

Three Rivers SWMD

148 E. US 52 P.O. Box 426 Rushville, IN 46173-0426 (765) 938-1055 or (800) 726-9278 threerivers@comsys.net

Tipton County SWMD

119 W. Washington Street Tipton, IN 46072-1646 (765) 675-9006 recycle@tiptontel.com

Vanderburgh County SWMD

Civic Center Complex, Room 207 1 NW M. L. King Blvd. Evansville, IN 47708-1847 (812) 436-7800

Vermillion County SWMD

Courthouse, E. Market P.O. Box 296 Newport, IN 47966-0296 (765) 492-5014

INDIANA SOLID WASTE MANAGEMENT DISTRICTS (CONT'.)

Wabash County SWMD

111 S. Wabash P.O. Box 256 Wabash, IN 46992-0256 (219) 563-7649 wabswmd@ctInet.com www.slashthetrash.com

Warren County SWMD

425 W. Washington Street Williamsport, IN 47993 (765) 762-1433 warrency@tctc.com www.tctc.com/~warrency

Warrick County SWMD

1111 South Pelzer Road Boonville, IN 47601-9369 (812) 897-6210 warcoswmd@aol.com

Washington County SWMD

Courthouse, 99 Public Square Salem, IN 47167 (812) 883-3039

West Central Indiana SWMD

(Hendricks, Montgomery, Morgan, Parke & Putnam) P.O. Box 68 Danville, IN 46122 (317) 745-2491 nicholseg@netdirect.net

Whitley County SWMD

801 South Line Road Columbia City, IN 46725 (219) 248-3123

Wildcat Creek SWMD

(Clinton & Tippecanoe) 2780 North 9th Street Lafayette, IN 47904-1053 (765) 423-2858

WUR SWMD

823 South Round Barn Rd., Suite #1 Richmond, IN 47374 (765) 966-8219, ext. 110 swcd@co.wayne.in.us www.waste-not.org

Part Three — Resources

Recycled Product Resources

Organizations

Recycling Market Development Program

Indiana Department of Commerce Energy Policy Division One North Capitol Avenue, Suite 700 Indianapolis, IN 46204 (317) 232-8940 (317) 232-8995 (FAX) www.indianacommerce.com

A variety of resources are available through the Recycling Market Development Program, including information on Indiana recycled product manufacturers and distributors and technical assistance on how to set up a Buy Recycled program. The agency is a member of the Buy Recycled Task Force and leads the State's Buy Recycled Business Alliance.

Procurement Division

Indiana Department of Administration 402 W. Washington Street Room 468 Indianapolis, IN 46204 (317) 232-3032 www.state.in.us/idoa/

Recycled product manufacturers or distributors who want to sell products to Indiana State government should call (317) 232-3037. Indiana local governments can purchase select recycled products through quantity purchase awards. For more information, call (317) 232-6740.

Buy Recycled Business Alliance

National Recycling Coalition, Inc. 1727 King Street, Suite 105 Alexandria, VA 22314-2720 (703)683-9025

www.nrc-recycle.org/brba/index.htm
A national campaign committed to

increasing business purchases of recycled products. Seminars and self-teaching materials are available. See Part Five – Addenda: Buy Recycled Business Alliance for more information and an application form.

U.S. Environmental Protection Agency

401 M Street, SW
(Mail Code 5306W)
Washington, DC 20460
(800) 424-9346
www.epa.gov
For Indiana-specific recycling
information and organizations, visit:
www.epa.gov/epaoswer/non-hw/
recycle/jtr/state/in.htm
More general recycling information
can be found at the EPA's
Office of Solid Waste site at:
www.epa.gov/epaoswer/osw

The EPA's RCRA Superfund/UST Hotline Recycled Products Information Clearinghouse includes a list of recycled-product manufacturers, EPA recycled-product guidelines and assistance in establishing buy recycled programs for various product groups.

The recycled-product specification/ performance library is available on-line at: www.epa.gov/clariton/clhtml/ pubtitle.html (530 code series).

Trade Associations and National Organizations

The EPA provides a list of national commodity trade associations and organizations at: www.epa.gov/jtr/comm/index.htm. Once you have located this site, choose a commodity and click on "organizations" to access the listing. These listings will link you directly to that trade association or organization's web site.

Following are some of those trade associations and organizations, but also some that are not included on the EPA site.

Alliance of Foam Packaging Recyclers

2128 Espey Court, Suite 4 Crofton, MD 21114 (410) 451-8340 (410) 451-8343 (fax) www.epspackaging.com

Aluminum Association Inc.

900 19th Street, NW Suite 300 Washington, DC 20006 (202) 862-5100 (202) 862-5164 (fax) www.aluminum.org

American Coal Ash Association

6940 South Kings Highway, Suite 207 Alexandria, VA 22310-3344 (703) 317-2400 (703) 317-2409 (fax) www.acaa-usa.org

American Forest and Paper Association

1111 19th Street NVV
Suite 800
Washington, DC 20005
(202) 463-2700
(202) 463-2471 (fax)
www.afandpa.org
Resources on recycled paper
products.

American Plastics Council

1300 Wilson Blvd., Suite 800 Arlington, VA 22209 (888) 610-6880 (703) 253-0701 (fax) www.plastics.org

"Recycled Plastics Products Source Book," a guide for government and business with a separate guide for consumers. Information on recycled plastic products.

American Society for Testing and Materials

100 Barr Harbor Drive
West Conshohocken, PA
19428-2959
(610) 832-9585
(610) 832-9555 (fax)
www.astm.org
Standards and specifications for
various recycled-content products.

American Textile Manufacturers Institute

1801 K St. NW, Suite 900 Washington, DC 20006 (202) 862-0541 (202) 862-0570 (fax) www.atmi.org

Asphalt Recycling and Reclaiming Association

#3 Church Circle, PMB 250 Annapolis, MD 21401 (410) 267-0023 (410) 267-7546 (fax) www.arra.org

Association of Battery Recyclers Inc.

P.O. Box 290286 Tampa, FL 33687 (813) 626-6151 (813) 622-8388 (fax)

Automotive Parts Rebuilders Association

4401 Fair Lakes Court, Suite 210 Fairfax, VA 22033 (703) 968-2272 (703) 968-2878 (fax) www.apra.org

Automotive Recyclers Association

3975 Fair Ridge Drive, Suite 20-North Fairfax,VA 22033-2924 (703) 385-1001 (703) 385-1494 (fax) www.autorecyc.org

Buy Recycled Campaign and Buy Recycled Training Institute U.S. Conference of Mayors

1620 Eye Street NW, 4th floor Washington, DC 20006 (202) 293-7330 or (202) 822-9058 (202) 293-2352 (fax) www.usmayors.org/uscm Portfolio available on establishing buy recycled programs.

Can Manufacturers Institute

1625 Massachusetts Avenue NW Washington, DC 20036 (202) 232-4677 (202) 232-5756 (fax) www.cancentral.com

Cellulose Insulation Manufacturers Association

136 South Keowee Street Dayton, OH 45402 (937) 222-2462 (937) 222-5794 (fax) www.cellulose.org

Construction Materials Recycling Association

PO Box 644 Lisle, IL 60532 (312) 609-4241 (312) 726-2574 (fax) Contact: William Turley

Envelope Manufacturers Association

300 North Washington Street Alexandria, VA 22314 (703) 739-2200 (703) 739-2209 (fax) www.envelope.org

Glass Packaging Institute

1627 K Street, NW, Suite 800 Washington, DC 20006 (202) 887-4850 (202) 285-5377 (fax) www.gpi.org

Green Seal

1001 Connecticut Avenue NW, Suite 827 Washington, DC 20036-5525 (202) 872-6400 (202) 872-4324 (fax) www.greenseal.org

Buy recycled standards for tissue paper (bath and facial tissue), re-refined engine oil, printing and writing papers, and paper towels and napkins.

Independent Office Products and Furniture Dealers Association

301 North Fairfax Street Alexandria, VA 22314 (703) 549-9040 (703) 683-7552 (fax) www.bpia.org

Institute of Scrap Recycling Industries

1325 G Street, NW, Suite 1000 Washington, DC 20005-3104 (202) 737-1770 (202) 626-0900 (fax) www.isri.org

International Cartridge Recycling Association

1101 Connecticut Avenue NW Washington, DC 20036 (202) 857-1154

International Tire and Rubber Association

P.O. Box 37203 Louisville, KY 40233-7203 (502) 968-8900 (502) 964-7859 (fax) www.itra.com

"How to Prepare Bid Specifications for Retread and Repaired Tires" and "Understanding Retreading" guides.

National Association of Chemical Recyclers

1900 M Street NW Washington, DC 20036 (202) 296-1725 (202) 296-2530 (fax) www.nacr-r2.org Solvent recycling.

National Association of Counties

440 First Street NW, Suite 800 Washington, DC 20001 (202) 393-6226 (202) 393-2630 (fax) www.naco.org

National Association for Plastic Container Recovery (NAPCOR)

2105 Water Ridge Parkway, Suite 570 Charlotte, NC 28217 (704) 423-9400 (704) 423-9500 www.napcor.com Products from PET plastics. "Purchasing Guide for Recycled PET Plastics" booklet.

National Association of Purchasing Management

2055 East Centennial Circle P.O. Box 22160 Tempe, AZ 85285-2160 (800) 888-6276 (480) 752-7890 (fax) www.napm.org

National Association of State Purchasing Officials

167 West Main Street, Suite 600 Lexington, KY 40507 (606) 231-1877 (606) 231-1928 (fax) www.naspo.org

Specifications and computer information on recycled products.

National Institute of Governmental Purchasing

151 Spring Street, Suite 300 Herndon, VA 20170 (703) 736-8900 (703) 736-9644 (fax) www.nigp.org

National Oil Recyclers Association

12429 Cedar Road, Suite 26 Cleveland, OH 44106 (216) 791-7316 (216) 791-6047 (fax)

National Tire Dealers and Retreaders Association

11921 Freedom Drive, Suite 550 Reston, VA 20190 (202) 789-2300 or (800) 87-NTDRA (703) 904-4339 (fax)

National Wooden Pallet and Container Association

1800 North Kent Street, Suite 911 Arlington, VA 22209-2109 (703) 527-7667 (703) 527-7717 (fax) www.nwpca.com Publishes "Buyers Guide" of industry contacts.

North American Insulation

North American Insulation Manufacturers Association (NAIMA)

44 Canal Center Plaza, Suite 310
Alexandria, VA 22314
(703) 684-0084
(703) 684-0427 (fax)
insulation@naima.org
www.naima.org
Fiberglass and rockwool insulation.
North American Steel

North American Steel Framing Alliance

680 Andersen Drive Pittsburgh, PA 15220-2700 (412) 922-3049 (412) 922-3213 (fax) www.steelframingalliance.com

Office of the Federal Environmental Executive

401 M Street SW
(Mail Code 1600-South)
Washington, DC 20460
(202) 564-1297
(202) 564-1393 (fax)
www.ofee.gov
"Greening the Government, A

"Greening the Government, A Guide to Implementing Executive Order 13101"

Plastic Lumber Trade Association

540 South Main Street, Bldg. 7 Akron, OH 44311-1023 (800) 886-8990 (330) 762-1613 (fax) www.plasticlumber.com

Polystyrene Packaging Council (PSPC)

1300 Wilson Blvd., Suite 800 Arlington, VA 22209 (703) 253-0649 (703) 253-0651 (fax) www.polystyrene.org

Recycled Paper Coalition

3921 East Bayshore Road Palo Alto, CA 94303 (650) 985-5568 (650) 546-0808 (fax) E-mail: rpc@econet.org www.papercoalition.org

Recycling Research Institute

133 Mountain Road P.O. Box 714 Suffield, CT 06078 (860) 668-5422 (860) 668-5651 (fax) www.scraptirenews.com Information on products made from recycled tires. Publishes "Scrap Tire News."

Rubber Pavement Association

1801 South Jentilly Lane, Suite A-2 Tempe, AZ 85281 (480) 517-9944 (480) 517-9959 (fax) www.rubberpavements.org

Scientific Certification Systems

Linda Brown 1939 Harrison Street, Suite 400 Oakland, CA 94612 (510) 832-1415 (510) 832-0359 (fax) www.scs1.com

Certification of recycled content and other environmental claims; listing of companies who have had their recycled content claims certified; full life-cycle inventory studies and environmental report card for products.

Scrap Tire Management Council

1400 K Street NW, Suite 900 Washington, DC 20005 (202) 682-4880 (202) 682-4854 (fax) www.rma.org/tiresn.html

"The Recycled Rubber Products Catalogue" and other information on used recycled tires.

Secondary Materials and Recycled Textiles

7910 Woodmont Avenue, Suite 1130 Bethesda, MD 20814 (301) 656-1077 (301) 656-1079 (fax) www.smartasn.org "Secondary Materials and Recycled Textiles Buyers Guide and Directory."

Steel Recycling Institute

Foster Plaza 10 680 Anderson Drive Pittsburgh, PA 15220 (800) 876-7274 (412) 922-3213 (fax) www.recycle-steel.org

Tire Retread Information Bureau

900 Weldon Grove Pacific Grove, CA 93950 (831) 372-1917 (831) 372-9210 (fax) www.retread.com

U.S. Composting Council

P.O. Box 407 Amherst, OH 44001-0407 (440) 989-2748 (440) 989-1553 (fax) www.compostingcouncil.org

Vinyl Environmental Resource Center

1 Cascade Plaza, 19th Floor Akron, OH 44308-1121 (800) 969-VINYL (8469) (330) 376-9379 www.vinylinfo.org

Directories of companies that manufacture products from recycled vinyl.

Publications and Websites

Many publications are available on-line (several require a subscription or charge a fee), and web site locations are provided for them. Some of the listed web site locations serve only as informational links to organizations and do not include on-line publications.

General

The Official Recycled Products Guide

This directory lists manufacturers and distributors for more than 4,500 recycled products.

Recycling Data Management Corp.
P.O. Box 577
Ogdensburg, NY 13669
Phone: (800)267-0707

Buy-Recycled Training Manual

Provides general information on developing a buy recycled program.

Maryland Environmental Service 2011 Commerce Park Drive Annapolis, MD 21401 (410) 974-7282 (410) 974-7236 (fax) E-mail: rkell@menv.com (Richard Keller) www.menv.com

Buy Recycled Guidebook

This guidebook, developed by the Buy Recycled Business Alliance, is designed to help companies begin or expand a recycled-products purchasing program. It includes sample policy statements and notices for vendors, as well as information on resources.

Buy Recycled Business Alliance National Recycling Coalition, Inc.

1727 King Street, Suite 105 Alexandria, VA 22314-2720 (703) 683-9025 http://www.nrc-recycle.org/brba/ Final_Guidebook.pdf (must have Adobe Acrobat to download file).

Buy Recycled Resources - U.S. EPA WasteWise

www.epa.gov/epaoswer/non-hw/reduce/wstewise/purchase.htm

530F94001 Fact Sheet: Recycling Means Business: EPA's Market Development Strategy

30F94005 Waste Wise Tip Sheet: Buying or Manufacturing Recycled Products

530B97001 Electronics Reuse and Recycling Directory

These publications are just a few examples of the many available currently on-line through the National Environmental Publications Internet Site (NEPIS). This list is in sequence by publication number and/or alphanumerically by EPA publication title. You may use your web browsersFIND-type command to locate a publication number or word(s) in the title. To find more recycling-related publications online go to: www.epa.gov/clariton/clhtml/ pubtitle.html (look in the 530 code series) You may also order these publications through the EPA's RCRA Superfund/UST Hotline Recycled

Products Information Clearinghouse. This includes a list of recycled-product manufacturers, EPA recycled-product guidelines and assistance in establishing buy recycled programs for various product groups. To order call: (800) 424-9346 or for the hearing impaired (800) 553-7672. In Washington, DC, the number is (703) 412-9810 or TTD (703) 412-3323. The RCRA Hotline is open Monday through Friday, 9 a.m. to 6 p.m. EST.

American Plastics Council Web site

The American Plastics Council has a great web site with lots of good articles and reports on plastics recycling. Check out the "Reading Room" to view a conglomeration of related articles from popular recycling magazines.

www.plasticsresources.com/recycling/index.html

BioCycle Journal of Composting and Recycling Web site

This link will take you to the BioCycle Journal of Composting and Recycling, which is also published as a monthly journal. There are several links to other informative publications as well.

www.jgpress.com

Environmental Defense FundWeb site

Environmental Defense Fund offers the "Buy Recycled and Save" brochure, its Recycling World Newsletter and a "Waste Prevention Shopping Guide."

www.edf.org/pubs/Brochures

The Essential Guide to Recycled Office Products

Eighty-page printed guide contains photos and descriptions of hundreds of recycled office products.

King County Commission for Marketing Recyclable Materials 201 South Jackson Street, Suite 702 Seattle, WA 98104 (206) 296-4439 (206)296-4366 (fax) http://dnr.metrokc.gov/market

Global Recycling Network Web site

The Global Recycling Network's web site is a free-access public site dedicated to recycling-related information and company promotional access. It also provides helpful guides for various industries to assist in the incorporation of new recycling and cost-saving strategies.

http://grn.com

Green Seal Web site

Green Seal maintains a list of its certified products, including cleaning products, paint, paper and re-refined oil. The products featured are those Green Seal has found to be environmentally preferable.

www.greenseal.org/products.htm

Guide to Recycled-Content Products

Contains product listings from manufacturers in a wide range of categories.

Center for Development of Recycling San Jose State University One Washington Square San Jose, CA 95192-0204 (408) 924-5453 (408) 924-5426 (fax)

Integrated Waste Management Board – Publications Clearinghouse Web site

Publications Clearinghouse, provided by the Integrated Waste Management Board, supplies numerous links and publications that include recycled markets and products.

It is geared mostly toward construction, transportation and plastics products.

www.ciwmb.ca.gov/Publications

National Green Pages

Contains listings for numerous environmentally responsible companies in about 100 categories, including recycled paper products and office/ desk supplies.

Co-op America 1612 K Street NW Suite 600 Washington, DC 20006 (202) 872-5307 or (800) 58-GREEN (202) 331-8166 (fax) www.coopamerica.org

Recycling Data Management Corporation Web site

The Official Recycled Products Guide and The American Recycling Market Directory is available on the Internet and updated on a regular basis. In order to access the guide, users need to order a subscription. For more information, see the web site or call the Recycling Data Management Corporation at (800) 267-0707.

www.recyclingdata.com

Recycling International

Recycling International offers a website to connect international markets, share ideas and recycling stories and announce events. This magazine is also printed 10 times annually.

www.recyclinginternational.com

Recycling Today Magazine Web site

Published monthly, Recycling Today Magazine is the "business magazine for recycling professionals." It hosts a useful web site with on-line news and links to market directories.

www.cdrecycler.com

Resource Recycling Magazine

Resource Recycling Magazine is published monthly and considers itself "North America's Recycling and Composting Journal." It provides an array of timely recycling issues and feature stories.

www.resource-recycling.com

Waste Age Web site

Wasteage.com "serves private contracting firms, governmental entities, consulting engineers, industrial plants, retailing firms and hospitals, as well as equipment dealers, distributors, manufacturers and other allied to the waste industry." This site includes daily headline updates and other recycling information. Printed version of Waste Age available too.

www.wasteage.com

State and Local Buy Recycled Publications and Web Sites

Market Connection (California)

A free quarterly publication designed as a multipurpose repository of recycled beverage container products information. Two separate lists contain information on recycled products dealers, recycled products manufacturers, industry organizations, brokers, recycling equipment suppliers, processors and recycling/collection programs.

California Department of Conservation Market Development Section 801 K Street, MS 18-55 Sacramento, CA 95814 (916) 327-2760 (916) 445-0645 (fax) www.consrv.ca.gov

Buy Recycled ... Buy Georgia

Contains listing for products made or distributed by Georgia companies.

Department of Community Affairs 60 Executive Park South, NE Atlanta, GA 30329-2231 (404) 679-3161

Buy Recycled, Iowa!

Includes listings for companies making or distributing recycled products in the state. Divided into product categories.

Iowa Department of Natural Resources Wallace State Office Building 502 East 9th Street Des Moines, IA 50319-0034 (515) 281-8263 or (515) 281-4367

Illinois Recycled Products Guide

Contains lists in numerous categories of products made by Illinois companies.

Illinois Department of Commerce and Community Affairs Bureau of Energy and Recycling 100 West Randolph, Suite 3-400 Chicago, IL 60601-3219 (312) 814-3631 (312) 814-3891 (fax) www.commerce.state.il.us

King County Web site

King County, Washington, has placed a variety of information about its recycled product procurement program on-line, including manufacturers and specifications for office, construction and landscaping, and automotive products, among others. The site also lists other major Internet information sources about recycled products, including publications, associations and other Internet sites.

www.metrokc.gov/procure/green/index.htm

The Metropolitan Washington Recycled Products Directory

This directory contains listings of products manufactured and distributed by companies in DC, MD and VA.

Metropolitan Washington Council of Governments 777 North Capitol Street NE Suite 300 Washington, DC 20002-4239 (202) 962-3256

Michigan Recycled Materials Market Directory

A list to assist generators and collectors in finding markets for recyclable materials. Sections include

drums & barrels, glass, metals, oils & solvents, paper, plastics, pallets, wood & yard waste. It also contains difficult and new recyclable materials.

Michigan Department of Environmental Quality Environmental Assistance Division P.O. Box 30457 Lansing, MI 48909-7957 (517) 373-1322 (517) 373-4729 (fax) www.deq.state.mi.us/ead/recycle/ pubs.html

Minnesota Recycled Product Directory

Lists products manufactured by more than 80 companies in the state.

Minnesota Office of Environmental Assistance 520 Lafayette Road N., 2nd Floor St. Paul, MN 55155-4100 (800) 657-3843 or (651) 296-3417 (651) 215-0246 (fax) www.moea.state.mn.us/rpdir/ index.cfm

New Jersey Business Guide to Buying Recycled Products

Guide lists recycled products by categories and by companies that either manufacture or distribute these items. Company contact information is included.

Association of New Jersey Recyclers 120 Finderne Avenue Bridgewater, NJ 08807 (908) 722-7575 (908) 722-8344 (fax) www.anjr.com

Directory of Markets for Recyclable Materials (North Carolina)

Divided into multiple categories for quick reference, the directory contains a wide range of sellers, purchasers, handlers, etc. along with full contact and general requirements information.

North Carolina Recycling Business Assistance Center/ Division of Pollution Prevention and Environmental Assistance 1639 Mail Service Center Raleigh, NC 27699-1639 (800) 763-0136 or (919) 715-6500 www.p2pays.org

Buy Recycled! Directory of Ohio Vendors of Recycled Products

Contains recycled-product listings for hundreds of Ohio manufacturers and distributors.

Ohio Department of Natural Resources/Division of Recycling and Litter Prevention 1889 Fountain Square Court, F-2 Columbus, OH 43224-1331 (614) 265-6333 (614) 262-9387 (fax) www.dnr.state.oh.us\odnr\recycling

Buyer's Guide to Recycled Products

Contains information about companies and their recycled products.

Pennsylvania Resources Council 3606 Providence Road Newtown Square, PA 19073 (610) 353-1555 or (800) GO-TO-PRC 30 (610) 353-6257 (fax) www.prc.org

Guides to Recycled Products

(1) Commercial and Industrial; (2) Paper and Office Supplies; (3) Building and Construction; (4) A Shopper's Guide to Buying Recycled. Each guide contains information about products, most of which are distributed in the Northwest.

METRO/Solid Waste Department 600 NE Grand Avenue Portland, OR 97232-2736 (503) 234-3000 www.multnomah.lib.or.us/metro

Guide to Buying Recycled Products in Utah

Contains contact information for manufacturers and distributors of hundreds of recycled products available in the "Four Corners" states (UT, AZ, CO, NM). Utah Department of Community and Economic Development 324 South State Street, Suite 500 Salt Lake City, UT 84111-4810 (801) 538-8700 www.dced.state.ut.us

Wisconsin Recycled Product Clearinghouse

Database listing thousands of products manufactured and sold by vendors in Wisconsin, divided into hundreds of categories.

Wisconsin Department of Administration/Bureau of Procurement 101 East Wilson, 6th floor P.O. Box 7867 Madison, WI 53707 (608) 267-6922

Computers and Electronics

The Computer Recycling Newsletter

The Computer Recycling Newsletter is an on-line source for interested computer recyclers, brokers, buyers, etc. The newsletter is updated on a monthly basis and provides useful links and announces related events.

www.hobi.com/newslttr.html

The Electronics Reuse and Recycling Directory

The Electronics Reuse and Recycling Directory provides numerous practical options for reusing and recycling a variety of consumer electronics, including computers, televisions, video cameras, and lots more. Lists buyers, sellers, scrap dealers, manufacturers, etc.

www.epa.gov/epaoswer/non-hw/recycle/direlec.htm

National Safety Council – Environmental Health Center Web site

Provided by the National Safety

Council is an on-line contact list for state-specific markets of computer and electronics recyclers, refurbishers, etc.

www.nsc.org/ehc/epr2/recycler.htm

Construction and Landscaping

Building for Tomorrow: Buy Recycled Guidebook for the Commercial Construction Industry

This booklet describes construction materials available with recycled content and includes a resource list.

Buy Recycled Business Alliance 1727 King Street, Suite 105 Alexandria, VA 22314 (703) 683-9025 E-mail: brbainfo@nrc-recycle.org www.nrc-recycle.org/brba/

Environmental Building News

This bimonthly newsletter on environmentally-sustainable design and construction includes articles on new products and materials, technologies, and construction methods.

122 Birge Street, Suite 30 Brattleboro, VT 05301 (802) 257-7300 E-mail: ebn@ebuild.com www.ebuild.com

The Green Pages: The Contract Interior Designer's Guide to Environmentally Responsible Products and Materials

Contains product listings from manufacturers of environmentally responsible building materials, including recycled products.

Andrew Fuston
45 East 25th Street, 8th Floor
New York, NY 10010-2003
(212) 779-3365
E-mail: greenpgs@haven.ios.com
www.eco-web.com/cgi-local/
framecontext?a=select.html&b=intro.html
www.edcmag.com/archives/3-9807.htm (for guide)

A Guide to Resource-Efficient Building Elements

In addition to tips on efficient design and job-site recycling, this guide lists manufacturers that make products using recovered materials.

Center for Resourceful Building Technology P.O. Box 100 Missoula, MT 59806 (406) 549-7678 E-mail: crbt@montana.com www.crbt.org

The Harris Directory of Recycled Content Building Materials

This computer database for the Microsoft Windows operating system lists construction products made with recovered materials in a Construction Specifications Institute (CSI) format.

Ms. B.J. Harris P.O. Box 31133 Santa Fe, NM 87594 (505) 983-2962 www.harrisdirectory.com

McRecycle USA Database Listing

Contains listing for hundreds of products made by various manufacturers, sorted by CSI divisions.

McDonald's Corporation Environmental Affairs McDonald's Plaza Oak Brook, IL 60523 (630) 623-3000 (630) 623-5004 (fax) www.mcdonalds.com

National Park Service's Sustainable Design and Construction Database

On diskettes, the product-listing portion contains information about hundreds of products. Also includes information about construction site recycling.

National Park Service P.O. Box 25287 Denver, CO 80225 (303) 969-2132

The Sourcebook for Sustainable Design

Contains numerous listings of recycled products used in construction applications.

Andrew St. John Boston Society of Architects 52 Broad Street Boston, MA 02109-4301 (617) 951-1433 ext. 221 (617) 951-0845 (fax) www.architecs.org

Resources for Environmental Design Index (REDI) Guide

Contains many listings for environmentally conscious building materials, on-line only.

Iris Communications, Inc. 20 Lorane Eugene, OR 97451 (800) 346-0104 or (541) 767-0355 (541) 767-0357 (fax) www.oikos.com

The Resource Guide to Sustainable Landscapes and Gardens

This soft-cover book lists hundreds of environmentally responsible land-scaping products, materials and information sources.

Environmental Resources, Inc. 2041 East Hollywood Avenue Salt Lake City, UT 84108-3148 (801) 485-0280

Hotels and Restaurants

Recycling Guidebook for the Hospitality and Restaurant Industry

The Metropolitan Washington Council of Governments (MWCOG) recently published a guidebook for the Hospitality and Restaurant industry. It provides economic and environmental reasons why hotels and restaurants should recycle, what and where to recycle, a section on talking to your hauler, how to perform a waste audit, and how to buy recycled. There are also several interesting case studies that have successful recycling programs. Available in hard copy or on the Web. Metropolitan Washington Council of Governments 777 North Capitol Street NE Suite 300 Washington, DC 20002-4239 (202) 962-3200 E-mail: infocntr@mwcog.org www.mwcog.org/dep/recycle/mentor/guide.htm

Paper

National Office Paper Recycling Project

The National Office Paper Recycling Project maintains a list of recycled-content paper producers and has published several guidebooks on setting up and promoting office buy recycled and recycling programs.

National Office Paper Recycling Project The United States Conference of Mayors 1620 Eye Street NW Suite 600 Washington, DC 20006 (202) 223-3088 (202) 429-0422 (fax) http://es.epa.gov/techinfo/facts/ recypapr.html

Paper Matcher

Contains listings for hundreds of recovered-paper dealers throughout the United States. Sorted by state and has listings for paper and paperboard mills using recovered paper.

American Forest and Paper Association 1111 19th Street NW Suite 800 Washington, DC 20036 (202) 223-3088 (202) 202 463-2471(fax) www.afandpa.org

The Secondary Fiber Exchange

This an on-line trade exchange (requires a subscription) offers a weekly report sent via fax and includes up-to-date market indexes.

SEFEX LLC.
51 Inwood Street
Clifton, NJ 07501
(973) 278-1199
(973) 278-8686 (fax)
E-mail: Sefex@sefex.com
www.sefex.com

Non-Paper Office Products

Office Products Industry Report and Office Furniture Update newsletter contain in-depth industry coverage, dealer success stories, expert business advice and more.

Independent Office Products and Furniture Dealers Alliance 301 North Fairfax Street Alexandria, VA 22314 (800) 542-6672 or (703) 549-9040 (703) 683-7552 (fax) www.bpia.org

Plastic Products

1999 Scrap Plastics Markets Directory

Filled with hundreds of listings of companies, plastic products and raw materials. Provides assistance in locating markets. Also includes plastics recycling equipment listings.

Resource Recycling, Inc. P.O. Box 10540 Portland, OR 97296-0540 (503) 227-1319 E-mail: resrecycle@aol.com www.resource-recycling.com

Recycled Plastic Products Source Book

Provides information on hundreds of recycled-content plastic products made by numerous manufacturers in varying categories.

American Plastics Council

1300 Wilson Boulevard, Suite 800 Arlington, VA 22209 (800) 2-HELP-90 www.plasticsresources.com

Directory of Companies Manufacturing Products from Recycled Vinyl

Contains listings for companies manufacturing products from recycled vinyl.

Vinyl Environmental Resource Center One Cascade Plaza, 19th Floor Akron, OH, 44308 (800) 969-8469 (330) 376-9379 (fax) www.vinylinfo.org

Recycled PET Catalog and Post-Consumer PET Plastic Market Directory

A guide for products made with post-consumer PET (polyethylene terephthalate) plastic bottles and recycled PET. Companies listed are manufacturers, brand holders or exclusive representatives. The directory lists reclaimers, brokers and recycling facilities.

National Association for Plastic Container Recovery (NAPCOR) 2105 Water Ridge Parkway, Suite 570 Charlotte, NC 28217 (704) 423-9400 (704) 423-9500 (fax) www.napcor.com

Transportation

How to Prepare Bid Specifications for Retread and Repaired Tires

International Tire and Rubber Association (ITRA) P.O. Box 37203 Louisville, KY 40233 (502) 968-8900 or (800) 426-8835 (502) 964-7859 (fax) E-mail: itra@itra.com

www.itra.com Recycled Rubber Products Catalog

Contains listings of companies making products from scrap tires.

Scrap Tire Management Council 1400 K Street NW Suite 900 Washington, DC 20005 (202) 682-4880 www.rma.org/tiresn.html

Parks And Recreation

1996 Buy-Recycled Series: Park and Recreation Products (EPA530-F-96-012)

Recommends recycled-content levels for government purchasing and includes a resource list.

Parks and Recreation Products Containing Recovered Materials (EPA530-B-95-007)

Lists manufacturers and suppliers of playground surfaces and running tracks containing recovered materials.

EPA documents are available through the RCRA Hotline.
To order, call (800) 424-9346 (800 553-7672 for the hearing impaired). In Washington, DC, the number is (703) 412-9810 or TTD (703) 412-3323. The RCRA Hotline is open from Monday through Friday, 9 a.m.

Also available at www.epa.gov/clariton/clhtml/pubtitle.html (look in the 530 code series).

to 6 p.m. EST.

Textiles

2000 Council for Textile Recycling Buyers Guide and Directory

Lists contact information for companies that make products from recycled textiles.

Council for Textile Recycling 7910 Woodmont Avenue, Suite 1130 Bethesda, MD 20814 (301) 718-0671 www.textilerecycle.org

SMART 2000-2001 Membership Directory And Buyer's Guide

This annual publication is a complete listing of names, addresses, phone and fax numbers, and e-mail addresses. It is even cross referenced by product category and includes a glossary of terms unique to this industry (membership required).

Secondary Materials and Recycled Textiles Association 7910 Woodmont Avenue, Suite 1130 Bethesda, MD 20814 (301) 656-1077 (301) 656-1079 (fax) www.smartasn.org

Vehicular Products

Buy-Recycled Series (EPA530-F-96-019)

Recommends recycled-content levels for government purchasing and includes a resource list.

List of Manufacturers and Suppliers of Vehicular Products Containing Recovered Materials (EPA530-B-96-001)

This list has been prepared to assist customers interested in purchasing vehicular products containing recovered materials.

Environmental Fact Sheet – Purchasing and Maintaining

Retread Passenger Tires (EPA530-F-95-019)

This fact sheet provides information on waste prevention, proper tire maintenance and tire retreading for fleet managers and vehicle operators.

EPA documents are available through the RCRA Hotline.

To order, call (800) 424-9346 (or (800) 553-7672 for the hearing impaired). In Washington, DC, the number is (703) 412-9810 or TTD (703) 412-3323. The RCRA Hotline is open from Monday through Friday, 9 a.m. to 6 p.m. EST.

Also available at www.epa.gov/ clariton/clhtml/pubtitle.html (look in the 530 code series). Buy Recycled Training Institute

Contact for automobile manufacturers' warranty statements on the use of re-refined oil. Also available are fact sheets on purchasing re-refined oil and retreaded tires.

Buy Recycled Training Institute 1620 Eye Street NW Suite 600 Washington, DC 20006 (202) 861-6732 or (202) 293-7330 (202) 429-0422 (fax) www.usmayors.org/uscm/recycle

Wood

National Wood Recycling Directory

This on-line directory, updated in 1999, contains a nationwide listing of hundreds of wood residue receiving centers. Examples of new products made from recovered wood include landscaping materials (compost, mulch, etc.), pallets, plywood, hog fuel, engineered wood, particleboard, furniture, absorbents, flooring and paper.

www.afandpa.org/Recycling/Wood/ PR001.html

E-Commerce Sites

Eco Goods

Eco Goods, "an alternative general store offering organic, recycled, and non-toxic products at affordable prices," is available on-line for your shopping convenience.

www.ecogoods.com

GreenMarketplace.com

Green Marketplace.Com is an online shopping store for environmentally friendly products, including recycled products. It provides a wide variety of products and has links to other product providers.

www.greenmarketplace.com

Other Green Pages

Green Pages, "the global directory for environmental technology," shares recycling information on its web site. Listings includes U.S. and international recyclers, distributors, buyers, etc. that sell and buy common and uncommon recyclables and equipment.

http://www.eco-web.com/cgi-local/ framecontext?a=index/ index.html&b=register/03172.html

America Recycles Day

To keep recycling working, we all have to buy products that are made with, or packaged in, recycled-content materials. Celebrate America Recycles Day, on November 15th, by pledging to recycle and shop for recycled products!

www.americarecyclesday.org

Part Four — Catalog

Indiana Recycled Products List



The Indiana
Recycled
Products List is
published to
assist businesses in

the State of Indiana in marketing their recycled products. In addition, it is intended to serve as a resource for buyers to encourage the purchase of products manufactured in Indiana that use waste generated in Indiana as a raw material. By supporting these manufacturers, recyclable materials become a commodity to these Indiana companies.



Bowers Envelope Company

Mr. Mark Oakley 5331 North Tacoma Avenue Indianapolis, IN 46220 (317) 253-4321 (317) 254-2239 (fax) manufacturer and distributor envelopes

Bunzl

7034 Brookville Road Indianapolis, IN 46239 (800) 428-9618 (317) 352-0691 (fax) distributor paper towels, toilet tissue

Cordage Papers

Mr. Steve Sallee 8219 Northwest Boulevard, Ste. 100 Indianapolis, IN 46278 (317) 228-5030 (317) 228-5040 (fax) distributor office paper

Hartford City Paper, LLC

Mr. Larry Richards P.O. Box 30 Hartford City, IN 47348 (765) 348-5440 (765) 348-7355 (fax) manufacturer packing, paperboard

Kellermeyer-Fisher Brothers Paper Co.

Mr. Jim Littlejohn P.O. Box 1720 Fort Wayne, IN 46801 (219) 747-7442 (219) 747-1358 (fax) www.kellermeyer.com distributor paper towels, tissues, some fine paper (8 x 11)

Kieffer Paper Mills, Inc.

Mr. Michael Schoonover 1220 W. Spring Street Brownstown, IN 47220 (812) 358-4150 (812) 358-4122 (fax) www.kiefferpaper.com manufacturer wrapping, offset printing, industrial grades

Nationwide Paper

Mr. Brian Warrell 850 Marietta Street South Bend, IN 46601 (219) 287-5118 (219) 232-4370 (fax) distributor office paper, printing paper

RIS Paper Company

Mr. Don Chamness P.O. Box 363 Indianapolis, IN 46206 (800) 382-4608 (317) 635-0006 (fax) distributor office paper

RIS Paper Company

Mr. Phil Sinclair P.O. Box 3009 South Bend, IN 46619 (219) 287-1541 (219) 282-1876 (fax) distributor office paper, printing paper

Rock-Tenn Co.

Ms. Courtney Carr 983 S. Marr Road Columbus, IN 47201 (812) 378-0308 (812) 378-7322 (fax) manufacturer paperboard, matboard products

Shumsky Enterprises

8730 Commerce Park Place, Suite 1 Indianapolis, IN 46268 (317) 879-8900 (317) 879-8919 (fax) indy@shumsky.com www.shumsky.com distributor office paper

Simkins Industries-Beveridge Paper Mill

Mr. Mike James 717 W. Washington Street Indianapolis, IN 46204 (317) 635-4391 (317) 635-4953 (fax) manufacturer specialty papers

Twisted Limb Paperworks

Ms. Sheryl Woodhouse-Keese P.O. Box 2122 Bloomington, IN 47402-2122 (812)323-7529 twistlim@bloomington.in.us www.bloomington.in.us/~twistlim manufacturer handmade stationery, invitations, gifts

Unisource

2900 N. Shadeland Avenue, Ste. B-1 Indianapolis, IN 46219 (317) 568-4444 (317) 568-4447 (fax) distributor fine paper, industrial board grades

Unisource

Mr. Mark Teu 1315 Director's Row, Suite 106 Fort Wayne, IN 46808 (219) 483-4493, ext. 300 (219) 471-6789 (fax) www.unisourcemw.com distributor office paper, industrial supplies

Westvaco-Envelope Division

Mr. Tom Whitehair P.O .Box 1166 Indianapolis, IN 46206 (317) 787-4720 (317) 783-5378 (fax) manufacturer envelopes

XPEDX

Mr. Michael Sigward 5620 Dividend Drive Indianapolis, IN 46241 (317) 299-2138 (317) 347-6000 (fax) distributor mill products

XPEDX Carpenter Group

Ms. Trudy Liply 401 Fernhill Avenue Fort Wayne, IN 46805 (219) 482-4686 (219) 484-2619 (fax) distributor office paper, printing paper, paper towels



Bemis Company

Ms. Kristen Gibson P.O. Box 905 Terre Haute, IN 47808 (812) 466-2213 (812) 462-6370 (fax) manufacturer trash can liners, garment bags

Boyce Publishing Company

Mr. Brian Boyce P.O. Box 547 Peru, IN 46970 boyceb@netusa1.net manufacturer calendars

Chem-Stock, Inc.

Mr. Earl Miller 8726 E. 33rd Street Indianapolis, IN 46226 (317) 895-9222 (317) 899-1916 (fax) wholesaler remanufactured laser printer and copier parts

Creative Solutions

Ms. Becky Krohn
P.O. Box 5142
Lafayette, IN 47903
(888) 296-3682
(765) 743-1922
(765) 296-3621 (fax)
creative@toner.mdn.com
manufacturer
DEM-compatible toner cartridges

Goldleaf Promotional Products

Mr. Shelby Goldblatt 9050 Holliday Drive Indianapolis IN 46260 (317) 844-2754 (317) 581-1266 (fax) Gldleaf@aol.com distributor pencils, pads, other office supplies

Goldsmith Recycling Group

Mr. Eric Goldsmith
P.O. Box 18106
Indianapolis, IN 46218
(317) 710-0385
(317) 216-8999 (fax)
computerrecycler@msn.com
manufacturer and distributor
computers, electronic surplus

Hopewell Center, Inc.

5325 Main Street Anderson, IN 46018 (765) 642-0201 (765) 642-1440 (fax) manufacturer remanufactured toner cartridges

Indiana Carbon

Mr. Chris Ray 3164 N. Shadeland Avenue Indianapolis, IN 46226 (317) 547-9621 (317) 543-5738 (fax) salesdesk@iccbpi.com www.iccbpi.com manufacturer and distributor remanufactured laser and ink jet cartridges

Indy Laser

Ms. Julie Miskowiec 727 Bakeway Court Indianapolis, IN 46321 (317) 283-2880 (317) 283-8567 (fax) indylazr@freewwweb.com distributor remanufactured toner cartridges

The Ink Well, Inc.

Mr. Steve Sliger P.O. Box 85021 Fort Wayne, IN 46885 (219) 486-7812 (219) 486-7812 (fax) remanufactured toner cartridges

Jadcore, Inc.

Ms. Deena Marsh 300 N. Fruitridge Avenue, Ste. A Terre Haute, IN 47803 (812) 234-2724 (812) 234-4408 (fax) jadcore@abcs.com manufacturer trash can liners

Lasertone, Inc.

Ms. Lisa Nicholson 701 North Weinbach Suite 650 Evansville, IN 47715 (812) 473-5945 (812) 473-5980 (fax) Ltone1@aol.com manufacturer remanufactured toner and ink jet cartridges

Plastic Innovations, Inc.

Ms. Annie Clark 906 Lane Avenue Crawfordsville, IN 47933 (800) 777-7644 (765) 362-9675 (765) 362-0862 (fax) plasinno@tctc.com manufacturer three ring binders, sheet lifters

Reflections by David

20 Ln 650 C Snow Lake Freemont, IN 46737 (219) 833-6310 (219) 833-6410 (fax) distributor pencils, pens, promotional materials

Shumsky Enterprises

Mr. Marc Gavin 8730 Commerce Park Place, Suite I Indianapolis, IN 46268 (317) 879-8900 (317) 879-8919 (fax) indy@shumsky.com www.shumsky.com distributor desktop items, pens



Bell Fibre Products

3112 S. Boots Street Marion, IN 46953 (765) 664-1261 (765) 668-8127 (fax) manufacturer shipping, point of purchase containers

Berry Plastic Corporation

Ms. Lisa Elpers 101 Oakley Street Evansville, IN 47706 (812) 424-2904 (812) 424-0128 (fax) www.berryplastics.com manufacturer plastic containers, aerosol overcaps, plastic drink cups

Dolco Packaging Corporation

Mr. Brad Brown
P.O. Box 469
Decatur, IN 46733
(219) 728-2161
(219) 728-9958 (fax)
doldec01@adamswells.com
manufacturer
protective packaging, toner, fruit trays,
egg cartons

Fenix System, Inc.

Mr. Peter Metz 2239 Summer Street Hammond, IN 46320 (219) 844-4665 (219) 845-8316 (fax) manufacturer bulk material handling bags

Foam Fabricators

Mr. Bill Eaton 950 Progress Boulevard New Albany, IN 47150 (812) 948-2450 (812) 948-1696 (fax) manufacturer expanded polystyrene

Greene County Pallett, Inc.

Mr. Blake Hutchinson P.O. Box 304 Bloomfield, IN 47424 (800) 818-0044 (812) 384-9480 (fax) manufacturer pallets

Inland Container Corporation

Mr. Larry Lammers 4030 Vincennes Road Indianapolis, IN 46268 (317) 879-4228 manufacturer corrugated packaging

Kieffer Paper Mills, Inc.

Mr. Michael Schoonover 1220 W. Spring Street Brownstown, IN 47220 (812) 358-3150 (812) 358-4122 (fax) www.kiefferpaper.com manufacturer cushioned packaging materials

Lear Corporation

Mr. Raymond Modglin 600 South Kyle Street Edinburgh, IN 46124 (812) 526-5551 (812) 526-5763 (fax) manufacturer material handling containers

Tenneco Packaging

Ms. Cathy Clough 1411 Pidco Drive Plymouth, IN 46563 (800) 334-1417 (219) 936-4710 (fax) manufacturer protective packaging products

Building And Construction Materials

Anco Products, Inc.

Mr. Ray Plagens 2500 South 17th Street Elkhart, IN 46517 (219) 293-5574 (219) 295-6235 (fax) manufacturer fibrous glass insulation (Textrafine ™) and flexible airduct

BF Composites, Inc.

Mr. David Fielding 1501 Cottage Avenue Columbus, IN 47201 (812)375-9930 (812)375-9935 (fax) manufacturer plastic wood products

Brands Inc.

Ms. Angie Ogle 1425 California Street Columbus, IN 47201 (812) 374-9566 (812) 372-9690 (fax) brands@hsonline.net distributor fencing, lumber

U.S. Plastic Lumber Corp.

Mr. Scott House P.O. Box 467 Sweeter, IN 46987 (765) 384-4336 (765) 384-4346 (fax) manufacturer high quality recycled plastic lumber

Energy Control Inc.

Mr. Dave Bell P.O. Box 327 Ossian, IN 46777 (219) 622-7614 (219) 622-7604 (fax) DBell29499@aol.com manufacturer cellulose insulation

Gary-Hobart Roofing

Mr. Bob Fuller P.O. Box 346 Hobart, IN 46342 (219) 962-1173 (219) 962-6245 (fax) distributor roofing products and siding

Globe Building Materials

Mr. John Klikus 2230 Indianapolis Boulevard Whiting, IN 46394 (219) 473-4500 (219) 473-4504 (fax) manufacturer asphalt roofing products, organic felt

G-P Gypsum

Mr. Curt Riggin
484 East County Road 1400 North
Wheatfield IN 46392
(219) 956-3100 x121
(219) 956-3280 (fax)
www.gp.com
manufacturer
qypsum wallboard

Greenstone Industries, Inc.

Mr. Lonnie Krump 4401 New Haven Avenue Fort Wayne, IN 46803 (800) 286-8012 (219) 420-2553 (fax) manufacturer cellulose insulation

Koschnick & Company, Inc.

Mr. Clarence Koschnick 925 E.Vermont Street Indianapolis, IN 46206 (317) 639-6591 (317) 639-4995 (fax) kosco@indy.net distributor homasote building products

L.T. Ollesheimer Mr. Michael Zunk

105 S. Denny Indianapolis, IN 46201 (317) 353-8242 (317) 353-8267 (fax) distributor huebert fireboard construction products

The Levy Company

Mr. Bill Stanley P.O. Box 540 Portage, IN 46368 (219) 787-8666 (219) 787-8986 (fax) manufacturer and distributor blast and steel furnace slag

Max Katz Bag Company, Inc.

Sales Representative 235 South LaSalle Street Indianapolis, IN 46201 (317) 635-9561 (317) 635- 3458 (fax) manufacturer and distributor construction blankets, and other plastic sheeting materials

Meyer and Associates

Mr. Earl Meyer P.O. Box 19323 Indianapolis, IN 46219 (800) 888-7915 (317) 357-9817 (fax) district rep. for Santana Toilet Partitions (manufacturer) santana toilet partitions and plastic lockers

Regal Industries, Inc.

Mr. Robert Spicer 9564 E. 600 South Crothersville, IN 47229 (812) 793-2214 (812) 793-3432 (fax) manufacturer cellulose insulation

Rehab Resource, Inc. (RRI)

Mr. Danny Woodcock 3029 E. Washington Street Indianapolis, IN 46201 (800) 685-4686 (317) 637-3701 (317) 637-3835 (fax) rehab@iquest.net www.rehabresource.org remanufacturer building materials, computers, paint

Terra Green Ceramics

Ms. Sonya Brock 1650 Progress Drive Richmond, IN 47374 (765) 935-4760 (765) 935-3971 (fax) sbrock@terragreenceramics.com www.terragreenceramics.com manufacturer ceramic tiles

Transportation / Paving Materials

Congress Enterprises

Mr. Fred Congress 1001 S. Lake Street Gary, IN 46403 (219) 938-3034 (219) 938-3009 (fax) fcongro@aol.com distributor automotive and gear re-refined oil

Filter Services Company

Mr. Brent Rumple
130 Crossroads Drive
Whiteland, IN 46184
(800) 669-5221
(317) 535-0156 (fax)
distributor
filtration systems for recycling manufacturing fluids, industrial air and hydrolic
filter recycling

GDC, Inc.

Sales Representative 815 Logan Street Goshen, IN 46526 (219) 533-3128 (219) 534-1777 (fax) manufacturer customized die cut automotive parts

G and G Oil

Mr. Scott Arrington 220 E. Centennial Avenue Muncie, IN 47305 (765) 288-7795 (765) 288-4504 (fax) scott@ggoil.com www.ggoil.com manufacturer and distributor Hick's Recycled Oil

Jasper Engines and Transmissions

Mr. Mike Pfau P.O. Box 650 Jasper, IN 47547 (800) 827-7455 (812) 634-1820 (fax) sales@jasperengines.com www.jasperengines.com manufacturer automotive, truck, inboard-outboard engines

King Manufacturing

Mr. George Lumley 3462 S 475 E Hardinsburgh, IN 47125 (812) 723-2466 (812) 723-0049 (fax) manufacturer and distributor street pads (tracks for bulldozers), dock bumpers, blasting mats

Primix Corporation

Mr. Marc Shea 109 West Market Street Warsaw, IN 46580 (219) 371-8437 (219) 371-2188 (fax) primixcorp@kconline.com www.primixcorp.com remanufacturer engineered composite railroad ties

Protective Coatings, Inc.

Mr. Phillip K. Carter
1602 Birchwood Avenue
Ft. Wayne, IN 46803
(219) 424-2900
(219) 422-7147 (fax)
proco@fwi.com
www.proco.thomasregister.com
manufacturer and distributor
mud flaps, walk mats, curbing, drain
liners, snow plow deflectors

Safety-Kleen Oil Recovery Company

Mr. Mike Ebert
601 Riley Road
East Chicago, IN 46312
(219) 397-1131
(219) 398-3412 (fax)
www.safety-kleen.com
manufacturer
parafficic base oils, asphalt extender,
fuels, re-refined oil

M.J. Shelton Enterprises

Sales Representative 2131 Fairfield Avenue Ft. Wayne, IN 46808 (219) 745-1616 (219) 745-7425 manufacturer and distributor truck bed liners, conveyor belt traction, dock bumpers

Landscape And Recreational Equipment

Cidone/Lawson Ventures, LLC

Mr. John Kattweheinrich 1180 North Main Street Speedway, IN 46224 (317) 240-5015 manufacturer underground irrigation pipe, underwater aeration pipe

U.S. Plastic Lumber Corp.

Mr. Scott House P.O. Box 467 Sweeter, IN 46987 (765) 384-4336 (765) 384-4346 (fax) manufacturer playground equipment, outdoor furniture, decking, fencing

CR3 of Indiana

Mr. Bill Grindle 2501 Mt. Pleasant Boulevard Muncie, IN 47302 (800) 896-TIRE (765) 286-5404 (fax) wgrindle@aol.com manufacturer and distributor protective resurfacing material crumb rubber mulch

D, M & S Plastics Recycling

Mr. Danny Atchison 701 Schrader Drive Evansville, IN 47712 (812) 467-0065 (812) 467-0075 (fax) manufacturer flower pots, dumpsters

EcoGolf

Mr. Todd Baker P.O. Box 17872 Indianapolis, IN 46217 (317) 881-3380 (317) 889-9921 (fax) ecogolf@aol.com www.ecogolf.com distributor biodegradable golf tees

Exerflex

Mr. Mark Center 6801 Lake Plaza Drive, Ste. A105 Indianapolis, IN 46220 (800) 428-5306 (317) 842-5384 (fax) exerflex@worldnet.att.net www.everflex.net distributor recreational flooring

Green Cycle of Indiana, Inc.

Mr. John Repenning 2351 Kentucky Avenue Indianapolis, IN 46221 (317) 247-1987 (317) 248-2074 (fax) GreenCycleIN@aol.com manufacturer and distributor wood mulch, compost organic matter

Indvplav

Mr. Pete Heaviland
19 Briarwood Drive
Monrovia, IN 46157
(317) 590-3181
(317) 216-6332 (fax)
pheavila@ccrrc.com
distributor
crumb rubber mulch, playground
equipment

Poly-Wood, Inc.

1001 W Brooklyn Street Syracuse, IN 46567 (219) 457-3284 (219) 457-4723 (fax) www.polywoodinc.com manufacturer casual furniture

Tree Pro

Mr.Thomas Mills 3180 West 250 North Lafayette, IN 47906 (800) 875-8071 (765) 463-3157 (fax) owner@treepro.com www.treepro.com manufacturer tree protectors

The VIM Corp.

Mr. Kenneth Will 64654 U.S. 33 Building #1 Goshen, IN 46526 (219) 642-3677 (219) 642-3607 (fax) willvim@aol.com manufacturer wood mulch, animal bedding, gypsum fertilizer

The Wilmarc Company

Mr. Peter Simon 225 West Grant Street Thorntown, IN 46071 (765) 436-7089 (765) 436-2634 (fax) manufacturer composter bins



EcoGolf

Mr.Todd Baker P.O. Box 17872 Indianapolis, IN 46217 (317) 881-3380 (317) 889-9921 (fax) ecogolf@aol.com www.ecogolf.com distributor golf shirts, bags and other golf attire

Orions Belt

Ms. Sally Baker P.O. Box 273 Nashville, IN 47448 (812) 988-4646 distributor (retail) leather goods

Shumsky Enterprises

Mr. Marc Gavin 8730 Commerce Park Place, Ste. I Indianapolis, IN 46268 (317) 879-8900 (317) 879-8919 (fax) www.shumsky.com distributor T-shirts

Industrial Feedstocks

Alumitech

Ms. Lisa Shemwell P.O. Box 747 Wabash, IN 46992-0747 (219) 563-2409 (219) 563-3876 (fax) www.aldross.com manufacturer aluminum recycling

B & F Plastics, Inc.

Mr. Corey Easley 540 North 8th Street Richmond, IN 47374 (765) 962-6125 (765) 962-7170 (fax) manufacturer thermoplastic rubber compound

B&M Plastics, Inc.

Mr. Bill Gillenwater 103 Brown Street Mt. Vernon, IN 47620 (812) 838-0637 (812) 838-1945 (fax) www.bmplastics.com manufacturer and distributor recycled plastic pellets

CR3 of Indiana

Mr. Bill Grindle 2501 Mt. Pleasant Boulevard Muncie, IN 47302 (800) 896-TIRE (765)286-5404 wgrindle@aol.com manufacturer and distributor crumb rubber

Envirotech Extrusions

Ms. Rosemary Drew 4810 Woodside Drive Richmond, IN 47374 (765) 966-8068 (765) 962-4557 (fax) Envirotech@EnviroExt.com manufacturer and distributor extruded recycled thermoplastic sheets

Harris Material Exchange

Mr. Doug Harris 590 West 500 South Berne, IN 46711 (219) 589-8965 (219) 589-9935 (fax) hme@adamswells.com manufacturer recycled plastic pellets

HT Aluminum Specialties, Inc.

6340 Indianapolis Blvd. Indianapolis, IN 46320 (219) 931-1927 (219) 932-6626 (fax) manufacturer aluminum feedstock

Plastic Recycling, Inc.

Mr. Alan Shaw 2015 South Pennsylvania Indianapolis, IN 46225 (317) 780-6100 (317) 780-6110 (fax) manufacturer recycled plastic pellets

Ohio Valley Plastics, Inc.

Mr. Bill Henderson P.O. Box 6964 Evansville, IN 47719 (812) 425-8544 (812) 425-1520 OVPGROUP@aol.com manufacturer thermoplastic

PRS, LLC

Mr. Andy Hoehn 3000 Old Highway 62 Mt. Vernon, IN 47620 (812) 833-0777 (812) 833-0888 (fax) PRS0777@aol.com manufacturer and distributor coating removal from polycarbonate scrap (paint, aluminum, etc.)

QTR, Inc.

Mr. Rod Jackson
2301 St. Joseph Industrial Park Drive
Evansville, IN
(812) 429-0901
(812) 429-0905 (fax)
rjackson@custom compoundingcom
www.customcompounding.com
manufacturer and distributor
recycled plastic pellets

Part Four — Catalog

For More Information

For questions or comments on the directory or for additional information, please contact:

Indiana Department of Commerce, Office of Energy Policy One North Capitol Avenue, Suite 700 Indianapolis, IN 46204 (317) 232-8940 FAX: (317) 232-8995 TDD: (317) 233-5977 intended users. If you are an Indiana recycled-product manufacturer or distributor and would like to be included in future editions of this document, please complete the update form on page 61. Companies currently listed in this publication can use the same form to update listing information.

Disclaimer

The State of Indiana does not specifically endorse any company listed in this section. Companies that are not listed were not omitted intentionally. This list does not include information on the recycled content of the products named. Please contact each company for specific recycled-content information.

Updates

The Indiana Department of Commerce welcomes any new information and suggestions on ways to improve this publication to better serve its

Sample Local Ordinances for Recycled Product Procurement

This is an example of an ordinance to eliminate unnecessary barriers to purchasing recycled products. Bid specifications that discriminate against recycled products can hinder a proactive policy. Product purchasing specifications should be reviewed to ensure that recycled products are not eliminated outright.

Model Ordinance to Establish Comprehensive Recycled Product Procurement Program

WHEREAS, much of the material that enters the waste stream can be recycled, reused or incorporated in the manufacture of new products, and

WHEREAS, (city/county) participation in and promotion of recycling programs can significantly reduce the volume of material entering the waste stream, thereby extending (city/county) landfill life expectancy and reducing expenses, and

WHEREAS, for recycling programs to be effective, markets must be developed for products that incorporate post-consumer materials in their manufacture, are reusable or are designed to be recycled, and

WHEREAS, the State of Indiana allows a 15 percent price preference for recycled products, local government should also promote the use of recycled products if fitness, quality and price are equal to non-recycled products and adopt purchasing preferences for recycled products, if necessary.

NOW THEREFORE BE IT	RESOLVED by the (Council/Board of Supervisors) of the (City/Co	ounty) of
as follows:		_
That	_is hereby amended by adding Sectionto read as follows:	

- 1. Within 12 months subsequent to the effective date of this section, all (city/county) departments, agencies, offices, boards and commissions must conduct a review of existing products and service specifications to determine whether existing specifications either require the use of products manufactured from virgin materials or exclude the use of recycled products, reusable products or products designed to be recycled.
- 2. In the event that such specifications do exclude the use of recycled products or require the use of virgin materials, such exclusions or requirements must be eliminated unless the pertinent department or entity can demonstrate to the satisfaction of the (city manager/county administrative officer/etc.) that these recycled products would not achieve a necessary performance standard.
- 3. Within the same 12-month period, all (city/county) departments and agencies must recommend changes to the (city manager/county administrative officer/etc.) to ensure that performance standards for particular products can be met and that specifications are not overly stringent, and to recommend changes to ensure that specifications will incorporate a requirement for the use of recycled materials, reusable products and products designed to be recycled to the maximum extent practicable, subject to an alternative showing that either the performance of the product will be jeopardized or that the product will negatively impact health, safety or operational efficiency.
- 4. Outside contractors bidding to provide products or service to the (city/county), including printing services, must demonstrate that they will comply with the specifications described in paragraph 3 to the greatest extent feasible.
- 5. (City/County) staff will work to encourage copier vendors to provide high-speed copiers that will accept recycled paper. In addition, recycled paper shall be purchased and used in all copy machines that will accept it.
- 6. When recycled products are used, reasonable efforts shall be undertaken to label the products to indicate that they contain recycled materials. (City/County) departments and agencies shall use for their masthead stationery

and envelopes that contain recycled materials. Other recycled products used by the (city/county) shall also indicate that they contain recycled material to the greatest extent practicable.

- 7. A (15 percent (or other number) price preference may be given to recycled products, reusable products offered as alternatives to disposable products and products designed to be recycled where they are offered as alternatives to non-recyclable products. The preference percentage shall be based on the lowest bid or price quoted by the supplier or suppliers offering non-recycled products.
- 8. The (city/county) will cooperate to the greatest extent feasible with neighboring city and county governments in an effort to develop a comprehensive, consistent and effective procurement effort intended to stimulate the market for recycled products, reusable products and products designed to be recycled.
- 9. All related (city/county) departments and agencies shall work cooperatively to further the purpose of the ordinance. The (city/county) economic development process shall incorporate the goal of stimulating the markets for recycled material.

Adapted from City of Newark, New Jersey ordinance

This is an example of a price preference for recycled paper. A price preference allows purchasers to pay a higher price, if necessary, to obtain recycled products. Price preferences generally range from 5 percent to 15 percent.

Price Preference Model Ordinance

Preference for the Purchase of Recycled Paper and Paper Products

- A. PURPOSE: The purpose of this ordinance is the promotion of governmental utilization of recycled paper and paper products.
- B. DEFINITIONS: "Recycled Paper and Paper Products" means any paper and paper products meeting the U.S. EPA Recommended Content Standards as defined in 40 C.F. R. Part 250
- C. In determining the award of any contract for paper or paper products to be purchased for use by any division, department or agency of (local government), the purchasing agent for (local government) shall use competitive, sealed bidding and shall award the contract to the lowest responsible bidder offering recycled paper or paper products of a quality suitable for the purpose intended, so long as the bid price is not more than ten percent (10%) greater than the bid price of the low responsive and responsible bidder offering a products that does not qualify under subsection C of this ordinance.

Adapted from Commonwealth of Virginia Model Ordinance

This is an example of set-aside for recycled paper. A set-aside requires buyers to award a specified percentage of purchases to vendors of a preferred product, such as recycled paper.

Model Set-Aside Resolution

WHEREAS, the City Council of the City of finds that producing less waste and recycling materials wherever practicable are preferable solid waste management methods to disposal; and
WHEREAS, the manufacture of products from recycled materials benefits the environment by conserving energy and
valuable resources; and
WHEREAS, a large percentage of waste paper, which is the largest component of the solid waste stream, can be recycled; and
WHEREAS, the City of can help create and sustain a cost-competitive market for recycled materials by purchasing such products,
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF: That the City of shall purchase recycled paper for use in its operations if recycled paper is reasonably cost-competitive with virgin paper. "Reasonably cost-competitive" means that recycled paper is no more than 10

percent more expensive than the alternative. The City of shall set purchasing goals for recycled paper. The goal for fiscal year is 10 percent of total paper purchases. This amount shall increase by 10 percent each fiscal year until 50 percent of paper purchases are recycled paper.
The City shall adopt U.S. EPA specifications for recycled paper as a guideline.
Adapted from City of Aurora, Colorado Resolution
Model Ordinance to Establish a Recycling Market Development Program
BE IT ENACTED BY THE MUNICIPALITY OF AS FOLLOWS:
SECTION ONE: FINDINGS AND PURPOSES The municipality finds that a significant amount of recyclable and compostable material that could be removed from the solid waste stream is needlessly discarded each year. The recovery and reuse of such recyclable material will: Conserve vital natural resources and energy; Reduce landfilling of solid waste; and Eliminate the need for any solid waste burning plants.
The municipality finds that there is a need to develop markets for recycled materials. This ordinance is adopted to promote the development of such markets.
SECTION TWO: DEFINITIONS As used in the ordinance, words and phrases shall have the following meaning; "Commissioner": [the Commissioner or director of the department] "Department": [the Department of Public Works, Department of Administrative Services, Office of Business and Economic Development, Office of Energy, or other agency that can promote markets for recycled materials and products]
"Municipality": [the city or town of] "Post-consumer materials": Only those materials or products generated by a business or consumer that have served their intended end uses and have been separated or diverted from solid waste for the purpose of being collected, processed and used as raw material in the manufacturing of a recycled product, excluding materials and by-products generated from, and commonly used within, an original manufacturing process, such as mill broke and scrap. "Procurement item": any good, substance, material, product or other item that is the subject of purchase by the municipality. "Procuring agent": The official of the municipality with the principal duty for buying materials and products for municipal offices and agencies. "Recovered material": Material and by-products that have been recovered or diverted from solid waste for the purpose
of being collected, processed and used as a raw material in the manufacturing of a recycled product.

- "Recyclable materials": Solid waste that may be separated, collected and returned to the economy in the form of raw materials or products, including but not limited to types of metal, glass, paper, plastics, food waste, tires and yard waste.
- "Recycled" or "recycling": Any process by which recyclable materials are separated, collected, processed or marketed and returned to the economy in the form of raw materials or products, excluding energy recovery.
- "Recycled material": Post-consumer material or recovered material that has been recycled and returned to the economy.
- "Solid waste": Garbage, refuse and other waste products including solid, liquid, semi-solid or contained gaseous material resulting from industrial, commercial and government operations, and from households.

SECTION THREE: MARKET DEVELOPMENT INITIATIVES

- 1) The appropriate departments and agencies shall establish procedures, standards and strategies to market recyclable materials and develop the local market for recycled goods, including but not limited to:
 - a) Measures providing economic incentives and assistance, including loans and grants, for the establishment of privately owned facilities to manufacture finished products from post-consumer materials;
 - b) Tax abatements and provision of recyclable post-consumer materials to facilities;
 - c) Guarantees by the municipality to purchase a percentage of the output of the facility, maintain a list of prospective buyers, establish contact with prospective buyers, and review and make any necessary changes in collecting

- or processing the materials to improve their marketability;
- d) Maintaining a list of prospective buyers, establishing contact with prospective buyers, and reviewing and making any necessary changes in collecting or processing materials to improve their marketability.
- 2) In order to encourage the establishment of new facilities to produce goods from recycled material generated with the municipality, and to conserve energy by reducing materials transportation, whenever appropriate [the purchasing agent] may arrange for long-term contracts to purchase a substantial share of the product output of a proposed facility that will be based in the municipality if such facility will manufacture such finished products from recovered materials.
- 3) Within 18 months of the effective date of this chapter, [the Commissioner] shall submit to [the lawmaking body] a study of the existing market for processing and purchasing recyclable materials, and the potential and steps necessary to expand these markets. Such study shall also include a proposal developed in conjunction with appropriate agencies to use, where feasible, the municipality's tax and finance authority to stimulate the demand for and production of products containing recycled materials.

Adapted from U.S. Conference of Mayors, Buy Recycled Campaign Model Ordinance

Model Buy Recycled Resolution

A RESOLUTION AUTHORIZING ALL COUNTY OFFICES AND DEPARTMENTS TO PROCURE RECYCLED-CONTENT PRODUCTS, WHEN POSSIBLE, THROUGH ITS NORMAL OPERATING PURCHASE SCHEDULES, WITH ASSISTANCE FROM THE COUNTY RECYCLING DIRECTOR.
WHEREAS, the expansion of recycling in County cannot exist without ready markets to ship to; and
WHEREAS, the promotion and encouragement of purchases of recycled-content products will help create markets for recyclables; and
WHEREAS, the County BOARD OF COMMISSIONERS desires to promote a more recyclable market for its solid waste,
NOW THEREFORE BE IT HEREBY RESOLVED, by the Board of County Commissioners, County of, State of Indiana:
THAT the Board of County Commissioners hereby endorses and supports a procurement policy that promotes recycled-content products, whenever possible, on a case-by-case basis.

Intergovernmental Cooperative Purchasing Program



districts, public school corporations, cities, and towns are permitted to make purchases through contracts issued by the Indiana State Department of Administration, Procurement Division. Participation of eligible subdivisions must conform to the following:

- Purchases shall be made in accordance with the contract specifications and terms established by the Department of Administration.
- Transactions, including orders, delivery arrangements, payments, etc., will be directly between your agency and the vendor.
- Upon request by the vendor, eligible political subdivisions and others authorized by law must furnish the vendor with proper evidence of tax exemptions.

Quantity Purchase Award

A listing of vendors that have Quantity Purchase Awards (QPAs) with the State is available through the Department of Administration, Procurement Division's web site at http://www.state.in.us/idoa/proc. Guidelines on how to order from the QPA list are available from the web site or by contacting the Department of Administration:

Intergovernmental Cooperative Purchasing Program Department of Administration 402 West Washington Street, W468 Indianapolis, IN 46204 (317) 233-3758 (317) 232-7312 (fax)

Specifications on any product(s) are available upon request.

Additional Approved Sources

Political subdivisions may also purchase from these additional approved sources:

Bosma Industries 59 South State Avenue Indianapolis, IN 46201-3876 (317) 784-3225

Federal Surplus 6400 East 30th Street Indianapolis, IN 46219 (317) 591-5320

Indiana Association of Rehabilitation Facilities 615 N.Alabama Street, Room 410 Indianapolis, IN 46204 (317) 634-4957

Pen Products/Industries & Farms 6015 Guion Road Indianapolis, IN 46254 (317) 387-2016 Catalogs and price lists of available products can be obtained by writing to the above addresses. Information on these additional approved sources is available by contacting the Intergovernmental Cooperative Purchasing Program at (317) 233-3758.

Recycled-Content Product Vendors

The following recycled-content products are available from vendors currently working with the Department of Administration. Contact the Procurement Division at (317) 232-3037 for additional information regarding any of these products.

Trash Can Liners Plastic Lumber Benches and Tables Bird Houses Storage Boxes **Bulletin Boards** Carpet Clothing **Computer Paper** Copier Paper **Envelopes File Folders Erasable Boards Fencing Flooring Furniture Greeting Cards** Insulation Labels **Packaging Parking Bollards Pencil Sharpeners Planter Boxes** Paint **Toilet Paper**

Paper Towels

Business and Office Programs

How to Set Up a Buy Recycled Program

Use this worksheet as a tool to begin or expand buy recycled efforts within your organization. As you fill it out, consider as many products as possible. Note which ideas are likely to be implemented immediately, and which ideas will need to be phased in gradually. Be creative and innovative! Review this worksheet occasionally and evaluate your progress toward your buy recycled goals.

Setting Up Your Own Buy Recycled Program

- 1. Make the commitment to buy recycled!
- 2. Get management buy-in and support.
- 3. Set goals and hold a kickoff event.
- 4. Form multi-departmental teams.
- 5. Consider a "closed loop" system buy products made from the recyclables you generate.
- 6. Do not inadvertently exclude recycled products when getting quotes for products.
- 7. Phase in your program.
- 8. Test products.
- 9. Keep records and announce successes.
- Look beyond paper look everywhere!
 (Fill in ideas for recycled products from each category below)

OFFICE MANUFACTURING BREAKROOM RESTROOMS DOCK/SHIPPING & RECEIVING OTHER AREAS

11. Let the world know what you are doing!

Buy Recycled Business Alliance

Buy Recycled Business Alliance: In the Eyes of the Consumer, You Are What You Buy

Established by the National Recycling Coalition in 1992, the Buy Recycled Business Alliance (BRBA) is a broad-based group of organizations committed to increasing the procurement of recycled-content products. The primary focus of the Alliance is to use the resources of the business community to accomplish this goal through education and leadership by example.

The Alliance was created by a founding group of 25 member companies committed to increasing their purchases of recycled-content products. Between 1992 and 2000, membership in the Alliance increased to 3,600 general members. Eighty percent of the membership is from the small-business community. In addition, more than 100 Fortune 1000 companies are members. In accomplishing its mission, the Alliance builds partnerships with various state organizations. The state partner recruits businesses on the state and local levels and develops programs to educate those business partners about buying recycled-content products and to increase those purchases. In return, the state partners are provided with resource materials developed by the Alliance. These documents include:

- The Buy Recycled Guidebook
- Case Studies on Interior Commercial Construction and Renovation Projects
- Interior Building and Office Renovation Projects
- Fact Sheets on Recycled-Content Products

Interior Building and Office Renovation Projects

The Alliance has documented the use of recycled-content materials in interior building and office renovation projects. Eighteen case studies are available that identify the range of recycled-content products used in these applications, as well as provide

information on the company that completed the renovation and the process used to identify, select and procure recycled-content products for the renovation.

Geographic Area Served by BRBA

Buy Recycled Business
Alliance members can be
found in all 50 states, Puerto
Rico, Canada, England and
Japan. The program has been
duplicated in Australia, Canada,
Japan and Great Britain, and is
undergoing review in France.

The Buy Recycled Business Alliance is partners with organizations in 38 states and is developing a working relationship with interested organizations in Puerto Rico.

Leading the Alliance

Giving direction, leadership and funding to the Alliance is a group of leading companies that are committed to developing a market for recycled-content products through education and leadership by example.

Sponsors

For a current list of sponsors, go to http://www.brba.nrc-recycle.org and click on "Leadership."

Why Should You Join the Buy Recycled Business Alliance?

- Because your customers want you to be involved in recycling. A recent Gallup Poll showed that more than 70 percent of consumers want to shop at stores that recycle or offer recycled products.
- Decause it will improve your bottom line. When consumers seek out and buy recycled products, it means a better bottom line for your business. The Alliance helps make purchasing recycled products easier today than ever. Buying recycled can be more cost efficient than buying virgin materials and we can show you how.
- There is no risk. It is a free program. All that is required is your commitment to buy recycled products. Sign up today and you'll receive valuable buy recycled information.
- **C** It is the right thing to do. By buying recycled products, your company will be making a sound business decision at a time when consumer demand and environmental accountability are on the rise.

What Do I Get With My Free Alliance Membership?

- A free copy of the Buy Recycled Guidebook that helps you implement a buy recycled program in your organization.
- A free quarterly newsletter sent directly to you that covers the hottest news in recycled products.
- A list of buy recycled resources including associations, states and web sites.
- Networking opportunities with other organizations from multinationals to local organizations with hundreds of members that have made the Alliance the largest nationwide organization of its kind.
- Other important resources including discounts on products, catalogs and computer services.

Great! How Do I Sign Up?

Just check the appropriate box on page 57 and mail or fax the form to the NRC today. You will receive a charter and a one-page survey form in the mail. To be enrolled as a Buy Recycled Business Alliance member, you must fill out the charter and mail or fax it back.

Request for Information: Buy Recycled Business Alliance

	Please send me a free Buy Recycled Business Alliance start-up kit so that I will know how to get					
	a program under way at my company. I would like more information on the benefits of membership in the Buy Recycled Business Alliance's Steering Committee.					
	☐ Send me information about the National Recycling Coalition.					
Na	me					
	le					
	mpany					
	eet					
	ry, State, Zip					
	ephone					
	nail					

Fax completed form to: (703) 638-9026

Or mail to: Buy Recycled Business Alliance
National Recycling Coalition
1727 King Street, Suite 105
Alexandria, VA 22314-2720
phone: (703) 683-9025

E-mail: BRBAInfo@nrc-recycle.org

For specific Indiana BRBA questions, call the Indiana Department of Commerce at (317) 232-8944.

Also look up the BRBA on the web at: http://www.brba.nrc-recycle.org.

Membership Levels

Full Members: Full members are expected to attend at least two meetings per year, participate on one Alliance sub-committee and assist BRBA in accomplishing its workplan.

Associate Members: Associate members are those trade and professional associations that provide financial support to the BRBA. They are designated as Associate Members on appropriate BRBA collateral materials.

General Members: General members join BRBA by completing a pledge to purchase recycled-content products and submitting it to the State Partner or the national office. General membership in BRBA is free. General Members are encouraged to become members of the National Recycling Coalition.

Recycled-Content Product Guidelines

U.S. Environmental Protection Agency (EPA) Minimum Recycled-Content Recommendations

Source: RMAN II, June 1998 (RMAN)=Recovered Materials Advisory Notice

RC=Recovered Content PC=Post-consumer Content

RMAN Levels for Paper Products

Item	Notes	RC	PC
Printing and Writing Papers			
Cotton fiber	High-quality papers used for stationery, invitations,		
	currency, ledgers, maps and other specialty items.	20	20
Text and cover	Premium papers used for cover stock, books, and		
	stationery and matching envelopes.	20	20
Papeteries	Used for invitations and greeting cards.	30	30
Offset	Used for book publishing, commercial printing, direct		
	mail, technical documents and manuals.	30	30
Reprographic	Business papers such as bond, electrostatic, copy,		
	mimeo, duplication and reproduction.	30	30
Forms bond	Bond-type papers used for business forms such as		
	continuous, cash register, sales book, unit sets and		
	computer printout, excluding carbonless.	30	30
Tablet	Office paper such as notepads and notebooks.	30	30
Envelope	Wove.	30	30
	Kraft, white and colored (including manila).	10-20	10-20
	Kraft, unbleached.	10	10
	(Excludes custom envelopes.)		
Supercalendered	Groundwood paper used for advertising and mail		
	order inserts, catalogs, and some magazines.	10	10
Machine-finished groundwood	Groundwood paper used in magazines and catalogs.	10	10
Check safety	Used in the manufacture of commercial and		
	government checks.	10	10
Coated	Used for annual reports, posters, brochures and magazines.		
	(Has gloss, dull or matte finish.)	10	10
Carbonless	Used in the production of multiple impact copy forms.	30	30
File folders	Manila or kraft.	30	30
Dyed filing products	Used for multicolored hanging folders.	20-50	20
Index and card stock	Used for index cards, postcards.	50	20
Pressboard Tags and tickets	High-strength paperboard used in binders and report covers. Used for toll and lottery tickets, licenses, and	50	20
Š	identification and tabulating cards.	20-50	20

	RC=Recovered Content	PC=Post-consumer (Content
Item	Notes	RC	PC
Newsprint Newsprint	Groundwood paper used in newspapers.	20-100	20-85
Commercial Sanitary Tissue P	Products		
Bathroom tissue	Used in rolls or sheets.	20-100	20-60
Paper towels	Used in rolls or sheets.	40-100	40-60
Paper napkins	Used in food service applications.	30-100	30-60
Facial tissue	Used for personal care.	10-100	10-15
General-purpose industrial wipers	Used in cleaning and wiping applications.	40-100	40
Paperboard and Packaging Pro	oducts		
Corrugated containers	Used for packaging and shipping a variety of goods	25-50	25-50
(<300 psi)		25-30	25-30
(300 psi) Solid fiber boxes	Used for specialized packaging needs such as dynar	nite 25-30	25-30
Solid liber boxes	packaging and army ration boxes.	40	40
Folding cartons	Used to package a wide variety of foods, household		10
	products, cosmetics, pharmaceuticals, detergent and		
	hardware.	100	40-80
Industrial paperboard	Used to create tubes, cores, cans and drums.	100	45-100
Miscellaneous	Includes "chipboard" pad backings, book covers,		75.400
Padded mailers	covered binders, mailing tubes, game boards and pu Made from kraft paper that is usually brown but ca		75-100
radded IIIaliei S	bleached white.	5-15	5-15
Carrier board	A type of folding carton designed for multipack	5-15	J-13
	beverage cartons.	10-100	10-15
Brown papers	Used for bags and wrapping paper.	5-40	5-20
Miscellaneous Paper Products			
Tray Liners	Used to line food service trays. Often contains prin	nted	
nay Emers	information.	100	50-75
			00.0
RMAN Levels for Non-Paper Pro	oducts		
Floor Tiles and Patio Blocks C	ontaining Recovered Plastic or Rubber		
Patio Block	Rubber or rubber blends	90	100
Plastic or Plastic Blends		90	100
Floor Tiles (heavy duty/cmrcl use)	Rubber	90	100
	Plastic	90	100
Charles and Barton Billian	(De 111) e o Oe de la la la la		
Shower and Restroom Divider Recovered Plastic or Steel	's/Partitions Containing		
Steel		20-3	16
Plastic		20-100	20-100
Reprocessed and Consolidated Latex Paints			
Poprocessed latex point			
Reprocessed latex paint White, off-white and pastel			20
Grey, brown, earthtones and c	other dark tones		50-99
Consolidated latex			100

Item	RC=Recovered Content Notes	PC=Post-consu	umer Content PC
Parking Stops from Concrete or Containing Recovered Plastic or Rubber Plastic and/or rubber Concrete with coal fly ash Concrete with GGBF slag		— 20-40 25-70	100
Channelizers, Delineators and Flexible Delineators Containing Recovered Plastic, Rubber or Steel Channelizers Delineators Flexible Delineators	Plastic Rubber (base only) Plastic Rubber (base only) Steel Plastic		25-95 100 25-90 100 25-50 25-85
Fencing Containing Recovered Plastic Plastic		90-100	60-100
Garden and Soaker Hoses Containing Recovered Plastic or Rubber Garden hose Soaker hose Lawn and Garden Edging Containing Recovered Plastic or Rubber	Rubber and/or plastic Rubber and/or plastic		60-65 60-70
Pallets Wooden pallets Plastic pallets Plastic lumber Thermoformed Paperboard pallets	Wood Plastic Plastic Paperboard		60-65 100 25-50 50
Newly Designated RMAN Levels - Source: RMAN III, Jan	nuary 2000		
Bonded Polyurethane, Jute, Synthetic Fiber and Rubber Carpet Cushion Bonded poly-urethane Jute	Old carpet cushion Burlap	15-50 40	15-50 40
Synthetic fibers/scrap Rubber	Carpet fabrication Tire rubber	100	
Concrete, Rubber and Steel Railroad Grade Crossing Concrete Rubber Steel	Surfaces Coal fly ash Tire rubber Steel (Basic Oxygen Furnace) Steel	15-20 85-95 25-30	
		100	67

Item	RC=Recovered Content Notes	PC=Post-cons	sumer Content PC
Concrete, Rubber and Steel Railroad Grade Crossing Surfaces	0.14	45.00	
Concrete Rubber	Coal fly ash Tire rubber	15-20 85-95	
Steel	Steel	25-30	 16
	(Basic Oxygen Furnace)		
	Steel	100	67
	(Electric Arc Furnace)		
Park Benches and Picnic Tables Containing Recovered Aluminum, Steel, Concrete or Plastic			
Plastics		100	90-100
Plastic composites		100	50-100
Aluminum		25	25
Concrete Steel Basic Oxygen Furnace Process		15-40 25-30	— 16
Steel Electric Arc Furnace Process		100	67
Playground Equipment Containing Recovered Plastic, Steel, or Aluminum			
Plastic		100	90-100
Plastic composites		95-100	50-75
Steel Aluminum		25-100 25	25-100 25
Addition		23	25
Plastic Lumber Landscaping Timbers and Posts			
HDPE		75-100	25-100
Mixed plastics/sawdust HDPE/Fiberglass		100 95	50 75
Other mixed resins		95-100	50-100
Solid Plastic Binders, Clipboards, File Folders, Clip P			00
Solid plastic binders	HDPE PE	90 30-50	90 30-50
	PET	100	100
Misc. Plastics		80	80
Plastic clipboards	HDPE	90	90
	PS	50	50
Plastic file folders	Misc. Plastics HDPE	15 90	15-80 90
Plastic clip portfolios	HDPE	90	90
Plastic presentation folders	HDPE	90	90
·			
Sorbents Used in Oil and Solvents Cleanups and			
for Use as Animal Bedding		100	90-100
Paper Textiles		95-100	90-100 95-100
Plastics		25-100	-
Wood		100	_
Other organics/Multimaterials		100	_

	RC=Recovered Content	PC=Post-c	onsumer Content
Item	Notes	RC	PC
Steel, Plastic, and Fiber Industrial Drug		05.00	4.4
Steel drums	Steel	25-30	16
Plastic drums	HDPE	30-100	30-100
Fiber drums	Paper	100	100
Awards and Plaques Containing Reco	vered Materials		
Glass		100	75-100
Wood		100	_
Paper		40-100	40-100
Plastic and plastic/wood composite		95-100	50-100
Mats			
Rubber		85-100	75-100
Plastic		100	10-100
Rubber/Plastic composite		100	100
Signs Containing Recovered Plastic o	r Aluminum and		
Sign Posts/Supports Containing Reco			
Plastic signs		80-100	80-100
Aluminum signs		25	25
Plastic sign posts		80-100	80-100
Steel sign posts	Basic Oxygen Furnace Process	25-30	16
0 1	Electric ArcFurnace Process	100	67
Marris Carlo Balanta Balanca I			
Manual-Grade Polyester, Polypropyler Steel Strapping	ne and		
Polyester strapping	PET	50-85	50-85
Polypropylene strapping	PP	10-40	_
Steel strapping	Basic Oxygen	25-30	16
otoo. on appring	Furnace Process	_5 00	
	Electric Arc	100	67
	Furnace Process		

Certification of Recycled Content

Because recycled products are not always clearly labeled, you might want to verify the recycled content by requesting a certification from your vendor. A certification can clarify the percentage of recycled content in non-labeled products or the amount of post-consumer content in a product. This is valuable in terms of assuring that you are getting the recycled content that you requested. This assurance may be necessary to meet federal or other requirements for buying recycled. Certification can also support your internal buy recycled program goals by allowing you to measure your purchases and track your improvement.

Sample Recycled-Content Certification Form

(Offeror should include only products that apply to this offer.)

Certification: The offeror shall certify that all products supplied under any contract resulting from this solicitation will meet or exceed the minimum percentage of recovered material indicated below.

We reserve the right to require proof of the certified content prior to first delivery and thereafter, as may be otherwise provided for under the provisions of the contract.

The offeror hereby certifies that all papers proposed to be supplied under this contract will contain the percentage(s) specified in the "Offeror's %" column above.

Offeror Company Name ______

Certifying Official's Name _____

Certifying Official's Signature _____

Title _____

Date

Are You an Indiana Recycled-Product Manufacturer or Distributor?

If your Indiana company has changed its line of recycled products, address information and/or phone number, or if your company would like to be listed in the next publication of Indiana Recycled Products Guide, please complete the following form and return it via fax or mail to the address listed below.

(please circle the appropriate response)	New Listing	Update
Company Name		
Product		
Total % of Recycled Product Content		
Product % Containing Post-Consumer or Pos	t-Industrial Material	
Recycled Material Type and Content of Productions (e.g. 10% scrap tires, 25% HDPE plastic)	ct	
Contact Information: Please list the name (sales manager or representative) as Contact Contact 2. (Contact 2 is for our records and version of the contact 2.	1 and the name of the CEO	O or operations manager as
Contact 1		
Title		
Contact 2		
Title		
Address		
City/State/Zip		
Phone		
Fax		
E-mail/Web site		
Indiana Department of Commerce, Ene		

One North Capitol Avenue, Suite 700 Indianapolis, IN 46204

Tel: (317) 232-8940 Fax: (317) 232-8995

www.indianacommerce.com

Disclaimer

The State of Indiana does not specifically endorse any company listed in this section. Companies that are not listed were not omitted intentionally. This list does not include information on the recycled content of the products named. Please contact each company for specific recycled-content information.

Acknowledgments

The Buy Recycled Indiana! guide is a joint project of the Indiana Department of Administration, Indiana Department of Commerce, Indiana Department of Environmental Management and the Indiana Recycling Coalition.

The Buy Recycled Indiana! guide fulfills a requirement, IC 4-4-3-8(14), that the Indiana Department of Commerce must "produce an annual recycled products guide" that "must include a description of supplies and other products that contain recycled material and information concerning the availability of the supplies and products."

The Buy Recycled Indiana! guide also fulfills IC 4-13.4-1.4-8, which states "Each year, the Indiana Department of Administration shall produce and distribute a recycled products guide for use by all state and local government procurement officers. The guide must include the following:

- (1) Instructions concerning how local government purchasing agents may procure recycled materials through the department; and
- (2) A list of products that may be procured through the department."

Portions of this document were derived from the Buy Recycled Training Manual, 5th Edition, Copyright 1997 by the Maryland Environmental Service and the United States Conference of Mayors. Permission to reprint portions of this document was granted to the Indiana Department of Commerce on December 16, 1997.

Date of Original Publication: April 1998 Second Edition: October 2000

We bought recycled!

Printed on 100% recycled content, 40% post-consumer fiber paper.

Binder made of 90% post-consumer recycled HDPE plastic, Plastics Innovations, Crawfordsville, Ind.

Sheet lifters made of 100% post-consumer recycled polystyrene, Plastics Innovations,

Crawfordsville, Ind.